

**BARTLETT PARK DISTRICT
COMMITTEE WORKSHOP MEETING MINUTES
TUESDAY, JANUARY 9, 2024**

Call to Order

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

Roll Call

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

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 Carter.

Pledge of Allegiance

President Gunsteen led the Pledge of Allegiance.

Public Comments

None

Finance Committee, Mr. Eckelberry, Chairperson

Annual Audit

Mr. Eckelberry reported that the current agreement with Seldon Fox Ltd. for the annual auditing review of District financial documents has expired. The district historically rotates accounting firms to maintain a fresh set of eyes on the District's financial records, but in recent years many firms are not taking new clients due to staffing issues. Because of this, staff is suggesting contracting with Seldon Fox Ltd. for another 3 years. Ms. Gunsteen asked what the advantages of contracting for 3 years at a time instead of contracting for just 1 year were and Mr. Leninger explained there is a cost saving advantage because Seldon Fox did not increase the price year to year. Mr. Eckelberry stated he did not see an issue with contracting with the same firm for another 3 years, but feels the District should have a new set of eyes on the books after that period. Ms. Fletcher added that many other Districts are facing the same issue with rotating accounting firms because some firms are turning down new clients and some firms have moved away from governmental audits all together. Commissioners agreed to pursuing Seldon Fox Ltd. for a new 3-year contract with the understanding that a new firm will be pursued when this new contract expires.

Planning Committee, Mr. Lewis, Chairperson

Park Master Planning

Mr. Lewis informed the Board that Upland Design has been hired to help come up with some master planning ideas for both Leiseberg and Schoppe Park and will be presenting ideas at the February Board meeting. Staff feels this is the next step in the process to decide if the District is interested in working with the Village of Bartlett on Ruzicka Park.

Building and Grounds Committee, Ms. Stocks, Chairperson

D.A.R.E Family Fishing Derby Request

Ms. Stocks presented the request from the Bartlett Police Department for use of Beaver Pond Park for their annual Fishing Derby event on Saturday, June 1, 2024 from 8am to 12pm. Ms. Stocks motioned to approve of this request, seconded by Mr. Lewis. **Motion carried.**

Recreation Committee, Ms. Fagan, Chairperson**2024 National Night Out Request**

Ms. Fagan summarized the request from the Village of Bartlett for the annual National Night Out events scheduled for 2024. The schedule of events matches previous years and will require strong collaboration between the Recreation, Special Facilities, and Parks Departments. Ms. Fagan motioned to approve of the request for 2024 National Night Out events, seconded by Ms. Kasuba.

Motion carried.

Adult Programs

Ms. Fagan briefly reviewed the many adult programs that are currently offered by the Park District including adult open gyms, upcoming and new events and programs, and special District and Foundation events. Ms. Gunsteen thanked Ms. Dasbach for putting the list together, noting that from the community survey there were many requests for adult programs and it is good to see all that the District is already offering.

Special Facilities Committee, Ms. Kasuba, Chairperson**Ordinance 24-01 2024 North Avenue Car Show**

Ms. Kasuba presented the ordinance for the 2024 North Avenue Car Show hosted by Ignite the Courage on June 15th in Bartlett Park, allowing for alcohol to be consumed on Park District property. Ms. Lewis motioned to approve of Ordinance 21-01 2024 North Avenue Car Show, seconded by Ms. Stocks. **Motion carried.**

Ordinance 24-02 2024 Smoke and Iron Music Fest

Ms. Kasuba continued with Ordinance 24-02 2024 Smoke and Iron Music Fest. Ignite the Courage is requesting approval to use Apple Orchard Community Park and Jim Jensen Pavilion for their event on August 9th and 10th. Staff is requesting approval of Ordinance 24-02 to allow for alcohol consumption on Park District property. Mr. Lewis motioned for approval, seconded by Mr. Eckelberry.

Motion carried.

Arts in Bartlett Global Arts Festival

Ms. Kasuba shared the request from Arts in Bartlett to use Apple Orchard Community Park on June 8th and 9th for their annual Global Arts Festival. The festival will include performances, family friendly games, crafts, and activities as well as craft and food vendors. Ms. Fagan motioned to approve of the request, seconded by Ms. Stocks. **Motion carried.**

Arts in Bartlett Pet Event

Ms. Kasuba summarized the request from Arts in Bartlett to use Bartlett Park on September 7th for their annual Pet Event. Ms. Fagan motioned to approve the request, seconded by Ms. Stocks.

Motion carried.

LIFECENTER

Ms. Kasuba discussed the new challenge offered at the LIFECENTER this holiday season. The "Fitmas Race to Christmas" challenged group fitness participants to see how many classes they would participate in from December 14th to December 23rd. 21 people participated in the challenge and the winner participated in 22 group fitness classes. Staff received great feedback from participants with the suggestion of starting the challenge earlier next year which staff aims to do.

Villa Olivia Committee, Ms. Palmer, Chairperson**Front Entrance**

Ms. Gunsteen details the capital plan to replace the front entrance doors at Villa Olivia. Proposals were received to install new interior doors and frames and replace the exterior vestibule, including the front set of doors and their framing. Staff is requesting approval to hire Cooper Construction & Glass Inc., who the District has worked with before, for \$29,995 to complete the work. Ms.

Gunsteen motioned to approve, seconded by Ms. Stocks. **Motion carried.**

Personnel Committee, Ms. Palmer, Chairperson**Illinois Paid Leave for All Workers Act**

Ms. Gunsteen stated she spoke to Ms. Fletcher about this topic recently and Ms. Fletcher asked Mr. Leninger to explain the situation with this act. Mr. Leninger explained that the new Illinois Paid Leave for All Workers Act was passed in early 2023 with a take effect date of January 1, 2024. Initially, Park Districts were exempt from this act but on December 14th, 2023 Cook County passed an ordinance that implied that Park Districts within Cook County are not exempt. The Bartlett Park district is uniquely located in three counties, including Cook County. The only facility of the Park District that is located in Cook County is Villa Olivia. Villa Olivia does have many part time employees that would be affected by this new act. The act requires all employees to earn paid time off, not just full time employees. It is based on how many hours employees work and cannot be earned until after 90 days of employment. Ms. Fletcher explained that Park District representatives have reached out to the county commissioners to express dissatisfaction with this last minute change and the topic will be discussed again at the January Cook County meeting. Ms. Fletcher stated that more will be learned after the January meeting on how to proceed and then staff will talk with the district attorneys to see what steps, if any, the district can take. With the district located in three counties and the administration office being located in DuPage County, that may show that all employees are paid out of DuPage County and the district would not have to make any changes. Staff will report back once the county provides more information.

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

No Report

Old Business

None

New Business

None

Adjournment

There being no further business before the Board, Ms. Gunsteen moved to adjourn the meeting. Mr. Eckelberry made a motion, and Ms. Stocks seconded. **Motion Passed at 8:06 PM.**

Minutes Approved by the Board on January 23, 2024.

By: *Rita Fletcher*

Rita Fletcher, Board Secretary