

BARTLETT PARK DISTRICT BOARD MEETING MINUTES TUESDAY, APRIL 23, 2024

Call to Order

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

Roll Call

Executive Director, Rita Fletcher, called for roll. Commissioners answering present were: Diana Gunsteen, Theodore J. Lewis, Stephen Eckelberry, Lori Palmer, 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 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 Carter.

Guest: Recreation Manager, Andrew Wenz

Pledge of Allegiance

President Gunsteen led the Pledge of Allegiance.

Approval of Minutes

Ms. Gunsteen moved to approve the minutes for the March 19, 2024 Board Meeting, and the April 9, 2024 Committee Workshop Meeting as well as the closed session meeting minutes from November 14, 2023, November 28, 2023, February 27, 2024, February 28, 2024, February 29, 2024, March 4, 2024, and March 13, 2024. Mr. Eckelberry made a motion, and Mr. Lewis seconded. **Motion Passed.**

Public Comment

Resident, Kathy Granzow, announced she was seeking information about the project at Sunrise Park. Ms. Granzow stated that she was not aware of the project until she saw surveyors in the park and learn that the district had been awarded an OSLAD grant. Ms. Granzow asked why the district had not sent out postcards to alert the residents surrounding the park. President Gunsteen informed Ms. Granzow of the well-attended community input meeting that was held at Sunrise Park before the application for the grant was submitted and the various ways residents were informed of this meeting before it took place. Ms. Granzow then detailed the different aspects of the proposed project that she did not agree with and demanded to know the specific cost breakdown of the proposed \$1.4 million budget and the contractors that would be completing the work. Mr. Eckelberry stated staff could provide additional information as it became available. President Gunsteen thanked Ms. Granzow for her comments.

Monthly Treasurer's Report, Mr. Eckelberry, Chairperson

Mr. Eckelberry presented the Monthly Treasurer's Report for March 2024. Mr. Eckelberry motioned to approve the monthly treasurer report as presented, Mr. Lewis seconded. **Motion Passed.**

Finance Committee, Mr. Eckelberry, Chairperson

Ordinance 24-04 Annual Budget and Appropriation Ordinance (Tentative)

Mr. Eckelberry stated the annual budget and appropriation ordinance was presented at the April committee meeting and the finance committee recommended approval. Mr. Eckelberry motioned to approve of tentative Ordinance 24-04 Annual Budget and Appropriation, seconded by Mr. Lewis.

Ms. Gunsteen asked for a roll call vote

Roll Call Vote:

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

Nays: None

Absent: Fagan

Abstain: None

Motion Passed.

Ordinance 24-05 Bond Registrar and Paying Agent

Mr. Eckelberry reminded the board the district is in need of a new Calculation Agent for the 2010 Bond Series and the finance committee is recommending hiring Zions Bancorporation. Mr. Eckelberry motioned to approve, seconded by Ms. Kasuba.

Ms. Gunsteen asked for a roll call vote

Roll Call Vote:

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

Nays: None

Absent: Fagan

Abstain: None

Motion Passed.

Resolution 24-01 Appropriated Transfer of Funds

Mr. Eckelberry shared the annual appropriated transfer of funds and the committee's recommendation for approval. Mr. Eckelberry motioned to approved, seconded by Ms. Stocks.

Ms. Gunsteen asked for a roll call vote

Roll Call Vote:

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

Nays: None

Absent: Fagan

Abstain: None

Motion Passed.

Planning Committee, Mr. Lewis, Chairperson

No Report

Building and Grounds Committee, Ms. Stocks, Chairperson

HVAC & Electrical Engineering Service Request

Ms. Stocks explained that the HVAC system is scheduled to be replaced at the administration building as part of capital improvements and the building and grounds committee is requesting approval to hire 20/10 Engineering Group for a total of \$27,500. 20/10 Engineering Group will design and create construction documents, attend pre-bid meetings, and submit all necessary permitting information needed. Ms. Stocks motioned to approve, second by Ms. Kasuba.

Motion Passed.

BAC Lazy River Painting & Repairs

Ms. Stocks requested, on behalf of the building and grounds committee, approval to hire Pecover Decorating Services to repair and paint 1,600 sq. ft. of the lazy river for a total of \$23,500. Ms. Stocks motioned to approve, seconded by Mr. Eckelberry. **Motion Passed.**

Vehicle Purchase

Ms. Stocks presented the request to purchase two vehicles for the parks department and one vehicle for the Villa Olivia parks department from Willowbrook Ford Dealership for a total of \$169,134.09. Ms. Stocks motioned to approve, seconded by Mr. Eckelberry. **Motion Passed.**

Recreation Committee, Ms. Fagan, Chairperson

No Report

Special Facilities Committee, Ms. Kasuba, Chairperson

Garba Approval

Ms. Kasuba informed the board of the two requests to host Garbas at the community center and sell tickets to these events. Both groups will sell tickets in advance of the events and the special facilities committee recommends approval. Ms. Palmer asked about the new security the district will be using for these events. Ms. Mix responded that the district will be using a local company also used by the St. Charles Park District that will send two teams of two officers that will work together inside and outside the community center. Ms. Kasuba motioned to approve, seconded by Mr. Eckelberry. **Motion Passed.**

Villa Olivia Committee, Ms. Palmer, Chairperson

No Report

Personnel Committee, Ms. Palmer, Chairperson

No Report

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

No Report

Executive Director's Report, Ms. Fletcher

Bill List

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

Superintendent of Recreation Report, Ms. Dasbach

2024 Recreation Department Annual Report

Ms. Dasbach introduced Mr. Wenz, recreational manager, who was attending the meeting to present the Recreation Department Annual Report. Ms. Dasbach began by reviewing the department staff and their years of service in the parks and recreation field, which totals 126 years combined. Mr. Wenz continued with a review of revenue and expenses for the department. Revenue has exceeded budget by over \$100,000 for this fiscal year as well as in a 3-year comparison. Mr. Wenz also noted that net total is down compared to previous years which is due to planned large expenses and purchased or upgraded equipment. Mr. Wenz then discussed the successful programs that exceeded their budget including Preschool, Soccer, Basketball, and Pickelball, as well as programs that fell short of their budget. Reporting that overall participation numbers for programs are at an all-time high. Ms. Dasbach discussed facility rentals at Schrade gym and the Nature Center and areas for potential growth. Next, Ms. Dasbach discussed registration for summer camp and Preschool which both continue to be very strong and sports leagues which are surpassing pre-covid registration numbers. Also discussed was the marketing department and the many ways the park district offerings and programs are communicated to residents. The report included community involvement and partnerships the recreation department participates in and the many volunteers that help support the programs. Ms. Dasbach and Mr. Wenz concluded their report with a list of new and enhanced programs and event, facility enhancements, and opportunities and trends the department will be exploring and pursuing.

Superintendent of Parks and Planning Report, Ms. O'Brien
BAC Filter System Replacement Project Update

Ms. O'Brien provided an update on the filter system replacement at the Bartlett Aquatic Center. There was an issue with equipment submittal for the turbine pump that required a re-submittal that delayed finalizing plans. Consequently, the turbine pump is not expected to arrive until about May 28th or 29th and will take 3 days to install. The contractor is investigating all things that can be done before the pump arrives to make the instillation quicker and prepare the pool for opening including filling the pool. The expected opening date of the pool is now May 31st which is 5 days later than expected. Staff is meeting to discuss how this delay will impact operations and making plans to adjust lifeguard training plans and swim team practices. Ms. Gunsteen commented that it helps that the school year will be ending later due to snow days but the Memorial Day holiday will be missed.

Superintendent of Business Services, Mr. Leninger
Electricity Rates

Mr. Leninger informed the board that the NIMEC pool went out to bid for updated electricity rates at the end of March. Based on the results of the bid, the district has elected to go with a 1-year contract which is a 1.1% rate increase as opposed to a 2 or 3 year contract which were rated at a 6.6% and 10.6% increase. Staff is confident in this decision and will provide the board an update next year when the contract expires.

Superintendent of Special Facilities, Ms. Mix
Swim Team

Ms. Mix shared that swim team registration opened in February and registration numbers have exceeded last year's. The team has also been moved to the most competitive division because of their division win last season and has 4 returning coaches. With school ending later than expected this year, practices will begin in the evenings inside at splash central. This works out well because it coincides with a break in swim lessons. Ms. Mix also shared the dates that Bartlett will be hosting swim meets and the B conference as well as the number of registrations compared to last year.

Superintendent of Villa Olivia, Mr. Pierobon
Mother's Day Brunch

Mr. Pierobon informed the board that Villa Olivia will be hosting Mother's Day brunch on Sunday, May 12th and are expecting to host 600 guests. Staff is able to accommodate an additional 200 guest compared to last year due to additional staff.

Golf Course Bunker Repair

Mr. Pierobon explained that staff has addressed a drainage issue in a bunker on hole 5 by digging the bunker down to the original clay base and installing new drain tile in the appropriate location.

Staff Update

Mr. Pierobon shared that a maintenance level 1 position became available mid-March and staff has concluded interviews and anticipate filling the position by the end of April.

Old Business

None

New Business

None

Closed Session

Mr. Eckelberry moved to adjourn into Closed Session under Section 2(c)(1) of the Open Meetings Act, for the discussion of employment, compensation, discipline or performance of employees of the District. Mr. Eckelberry made a motion, Ms. Palmer seconded Ms. Gunsteen asked for a roll call vote to adjourn into Closed Session

Roll Call Vote:

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

Nays: None

Absent: Fagan

Abstain: None

Motion Passed at 8:22pm

Reconvening of Board Meeting

Ms. Gunsteen called the meeting back to order at 8:28pm and called for roll. Commissioners answering present were: Diana Gunsteen, Theodore J. Lewis, Stephen Eckelberry, Lori A. Palmer, Susan Stocks, and Dale Ann Kasuba. Executive Director, Rita Fletcher, was also present.

Action Resulting from Closed Session

Mr. Lewis made a motion, seconded by Ms. Stocks, to approve the Executive Director Employment Agreement and the hiring of Kevin Romejko at a salary of \$180,000 with a starting date of May 2024. **Motion Passed.**

Adjournment

There being no further business before the Board, Ms. Gunsteen moved to adjourn the meeting. Mr. Eckelberry made a motion, and Mr. Lewis seconded. **Motion Passed at 8:30 PM.**

Minutes Approved by the Board on May 28, 2024.

By: 
Kevin Romejko, Board Secretary