

**BARTLETT PARK DISTRICT
COMMITTEE WORKSHOP MEETING MINUTES
TUESDAY, MAY 14, 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, Lori Palmer, Susan Stocks, Dale Ann Kasuba and Jody Fagan.

Staff members present were: Executive Director, Rita Fletcher; Executive Director Designate Kevin Romejko, 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. Corporate Attorney Steve Adams was also present.

Public Comments

None

Presentation

Ms. Gunsteen asked Ms. Fletcher and the other commissioners to stand and join her for a special presentation. Ms. Fletcher was presented with a proclamation granting her lifetime access to Apple Orchard Golf Course and **LIFECENTER** in recognition of her 37 years of service to the Bartlett Park District. Mr. Eckelberry then presented a resolution of recognition from Illinois Senator, Seth Lewis, detailing Ms. Fletcher's vast career in the field of Parks and Recreation as well as the accomplishments and accolades Bartlett Park District has achieved during her many years of service. Ms. Palmer presented a resolution of recognition from Illinois State Representative, Maura Hirschauer, further recognizing the impact Ms. Fletcher has had on the Bartlett community and the field of Parks and Recreation in Illinois. Ms. Fletcher's service, dedication, and achievements will be recognized at both the Illinois State Senate and House of Representatives when these resolutions are passed later this month. Ms. Fletcher thanked the Board and reminded them this is not goodbye, but see you later.

Finance Committee, Mr. Eckelberry, Chairperson

Ordinance 24-06 Surplus Property

Mr. Eckelberry informed the Board staff is requesting approval of Ordinance 24-06 Surplus Property in order to dispose of Park District property that has been deemed no longer useful. Ms. Kasuba motioned to approve, seconded by Mr. Lewis. **Motion Carried.**

Resolution 24-02 Authorizing the Deposit of Park District Funds

Mr. Eckelberry reminded the Board the District annually designates institutions as depositories in which funds may be deposited and staff is requesting approval of Resolution 24-02 in order to do so. Ms. Kasuba motioned to approve of Resolution 24-02 Authorizing the Deposit of Park District Funds, seconded by Ms. Stocks. **Motion Carried.**

Planning Committee, Mr. Lewis, Chairperson

Meeting with Key Partners

Mr. Lewis stated Mr. Romejko has been meeting with key Park District partners such as the Village of Bartlett, Upland Design and Williams Architects to be brought up to speed on current projects and cooperative ventures.

Building and Grounds Committee, Ms. Stocks, Chairperson**Trash and Recycle Service Agreement**

Ms. Stocks explained staff has been happy with Groot Waste Management recycling and dumpster service and is requesting approval to contract for the 2nd year of a 3-year contract for a total of \$24,833.30. This is a 4.9% increase from the previous year's contract. Mr. Eckelberry motioned to approve, seconded by Ms. Kasuba. **Motion Carried.**

Apple Orchard Community Park Ballfield #1 Renovation

Ms. Stocks reviewed the capital improvement plans to renovate and improve drainage on Ballfield #1 at Apple Orchard Community Park. Staff contacted companies to obtain quotes to complete this project and recommends hiring Sportsfields Inc. for a total of \$24,200. Ms. Kasuba motioned to approve, seconded by Mr. Eckelberry. **Motion Carried.**

Recreation Committee, Ms. Fagan, Chairperson**Preschool**

Ms. Fagan provided details on the Preschool program as the school year ends as well as looking ahead to the summer program and the incoming 2024-2025 school year. Coming up on May 16th and 17th the three-year-old students will perform their spring concerts while the four-year-olds will have their graduation ceremonies. There is strong interest for the summer Preschool and Kindergarten prep classes with one of the two sessions already at full capacity. Registration for the 2024-2025 school year began in January for our 11 classes with strong interest and two classes already at full capacity.

Special Facilities Committee, Ms. Kasuba, Chairperson**Cyclocross Event Request**

Ms. Kasuba shared Athletes by Design Cycling Club is requesting approval to host their annual Cyclocross race at Sunrise Park on Sunday, October 27th. Approximately 500 people are expected to attend the event and approval is contingent on obtaining all required permits, approvals, and providing a certificate of insurance. Ms. Palmer asked if this group will still be able to use this park for their event once the upcoming project is completed. Ms. Dasbach and Ms. O'Brien both confirmed that the event can still take place at this park because the course of the race changes each year and it can be adjusted around the new layout of the park. Ms. Kasuba motioned to approve of the request, seconded by Ms. Stocks. **Motion Carried.**

North Avenue Car Show Reschedule Request

Ms. Kasuba informed the Board Ignite the Courage is requesting to change the date of their previously approved North Avenue Car Show event at Bartlett Park. There is a water main project that is scheduled to take place near the park during their original date of June 15th. Ignite the Courage would rather change the date of their event to September 21st than change the location of their event. Staff does not have any issue with this date change and is requesting approval to amend Ordinance 24-01 to reflect the new date of September 21st. Ms. Kasuba motioned to approve, seconded by Ms. Palmer. **Motion Carried.**

Villa Olivia Committee, Ms. Palmer, Chairperson**Golf Carts**

Ms. Palmer stated staff is requesting approval to purchase 8 new EZ-GO RXV golf carts through the Sourcewell Cooperative purchasing program for a total of \$50,904.88. Ms. Gunsteen asked about the lead time on these golf carts and Mr. Pierobon responded they are anticipated to arrive before the end of July. Ms. Gunsteen asked if these golf carts were replacements or additions to the inventory of golf carts and Mr. Pierobon responded these golf carts will be added to their existing fleet increasing the inventory of golf carts which will increase the number of tee times offered. Ms. Palmer asked how many golf carts would be considered a complete fleet and Mr. Pierobon responded the fleet would be complete at 72 golf carts and with the purchase of these additional carts, Villa Olivia will have a total of 62 golf carts. Ms. Stocks motioned to approve of purchasing the golf carts, seconded by Mr. Eckelberry. **Motion Carried.**

Parking Lot Sealcoating

Ms. Palmer summarized the plans to fill cracks and seal coat the Villa Olivia parking lot. Staff recommends hiring A&A Paving to complete the project for a total of \$28,873.40. Mr. Eckelberry motioned to approve, seconded by Ms. Kasuba. **Motion Carried.**

Personnel Committee, Ms. Palmer, Chairperson

Fair Labor Standards Act (FLSA) Salary Threshold Update

Ms. Palmer advised the Board Mr. Leninger has put together information on the updates to the federal overtime rule that will go into effect 7/01/24 and 1/01/25 and how many District employees will be affected by it.

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

Memorial Day Walk

Ms. Gunsteen shared this year's Bartlett Memorial Day Walk and Remembrance will be held on Monday, May 27th, starting at Bartlett Park at 11am.

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. Fagan seconded. **Motion Passed at 7:58 PM.**

Minutes Approved by the Board on May 28, 2024.

By:  _____
Kevin Romejko, Board Secretary