

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

Call to Order

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

Roll Call

Executive Director, Kevin Romejko, 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, Kevin Romejko; 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.

Pledge of Allegiance

President Gunsteen led the Pledge of Allegiance.

Approval of Minutes

Ms. Gunsteen moved to approve the minutes for the June 25, 2024, Board Meeting, and the July 9, 2024, Committee Workshop Meeting. Mr. Lewis made a motion, and Mr. Eckelberry seconded.
Motion Passed.

Public Comments

Len Bogacki, representing Three Fires Council Boy Scouts of America, introduced himself to the Board and described his work with Scouts of America. The council covers DuPage, Cook, and Kane counties with almost 7,000 youth involved in scouting. He expressed his desire to grow scouting in Bartlett and hoped to grow the partnership with Bartlett Park District. Mr. Bogacki left some information for the Board as well as contact information to share with anyone who would be interested in partnering with Three Fires Scouting of America and helping to grow scouting in the Bartlett area.

Monthly Treasurer's Report, Mr. Eckelberry, Chairperson

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

Finance Committee, Mr. Eckelberry, Chairperson

No Report

Planning Committee, Mr. Lewis, Chairperson

The Grasslands – Phase 1

Mr. Lewis asked Mr. Romejko to provide an update on the Grasslands development. Mr. Romejko shared staff recently met with the Village to discuss the property that will be donated to the Park District. There are two parcels, one is a large parcel that will work well for a playground for the neighborhood and the other is a smaller parcel. The smaller parcel is on the east side of Route 59 and there are plans to use the land to create a bike path that will connect the new development to the east side of Route 59. The Village is currently talking with Metra as the bike path would need to connect along the Metra tracks that currently run under Route 59 and they expected the earliest that project would start would be next summer. Commissioners discussed the smaller parcel and the District's involvement in the bike path project.

Building and Grounds Committee, Ms. Stocks, Chairperson

Bartlett Community Center Preschool Floor Replacement

Ms. Stocks presented the capital improvement project to remove and replace the flooring in the Preschool hallway at Bartlett Community Center. Staff recommends hiring United Carpet Inc. in the amount of \$26,231. Ms. Kasuba asked if the carpeting will be replaced with carpeting. Ms. O'Brien responded the carpeting will be replaced with vinyl flooring. Ms. Stocks made a motion to approve, seconded by Mr. Eckelberry. **Motion Passed.**

Bartlett Community Center LIFECENTER Ceiling Refinishing Project

Ms. Stocks continued with another capital improvement project to refinish the ceiling in the LIFECENTER. Staff recommends hiring Industrial Painter in the amount of \$26,212 to refinish and repaint the ceiling. Ms. Stocks motioned to approve, seconded by Mr. Eckelberry. **Motion Passed.**

Administration Building HVAC Unit Replacement

Ms. Stocks finished with the capital improvement project to replace the HVAC unit at the Administration Building. Bids for the project were received on Friday, July 19 and ten bids were received. Staff recommends hiring Core Mechanical to complete this project for a total of \$281,285 with the recommendation of 20/10 Engineering Group LLC. Ms. Stocks motioned to approve seconded by Mr. Eckelberry. **Motion Passed.**

Recreation Committee, Ms. Fagan, Chairperson

Electronic Message Center Replacement – Stearns and South Bartlett Road

Ms. Fagan informed the Board the electronic message center located at Stearns and South Bartlett Road will be replaced as part of the capital improvement plan. The new sign will consist of 10MM LED screens with 900 pixels per square foot offering a 325% improvement in resolution. Staff recommends hiring Chicago Sign in the amount of \$26,971 to provide and install the new sign. Ms. Fagan motioned to approve, seconded by Mr. Eckelberry. **Motion Passed.**

Special Facilities Committee, Ms. Kasuba, Chairperson

No Report

Villa Olivia Committee, Ms. Palmer, Chairperson

No Report

Personnel Committee, Ms. Palmer, Chairperson

No Report

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

Lake Street Corridor Tax Increment Financing (TIF) Redevelopment Area

Ms. Gunsteen asked Mr. Romejko to discuss the Lake Street Corridor TIF Redevelopment Area. Mr. Romejko described the area off of Lake Street the Village of Bartlett has proposed for a new Tax Increment Financing (TIF) area. Staff attended a Joint Review Board meeting to consider the proposed TIF. The Village of Bartlett presented estimated redevelopment project costs of \$67,385,000 and an anticipated growth in tax base from \$5,032,311 to \$67,000,000. Mr. Romejko discussed potential concerns with this TIF and how development of the area may bring additional residents to serve in Bartlett without the additional tax money until the TIF ends in 23 years. Mr. Romejko added the Park District and other taxing agencies can share their opinion on the TIF with the Village but the Village doesn't need approval from the taxing agencies to pass the TIF. Commissioners discussed the different taxing agencies involved and the impact of the TIF. Mr. Romejko explained if the TIF is created the Village will have to pass three different Ordinances and he will continue to keep the Board informed of the progress.

Executive Director's Report, Mr. Romejko

Bill List

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

Bartlett Aquatic Center Update

Mr. Romejko updated the Board on the household credits provided to Bartlett Aquatic Center season pass holders. The District has issued \$16,456 in full pass refunds or household credits, along with \$40,370 in partial household credits. Additionally, the District paid \$2,856 for temporary fencing while the main pool was not operational. Mr. Romejko spoke with legal counsel about the contract with Sunset Pools & Spas, Inc. and will report back once the attorney provides an opinion on the culpability of Sunset Pools & Spas, Inc. and/or Halogen Supply Company.

Superintendent of Recreation Report, Ms. Dasbach

Cup in Hand Kickball League

Ms. Dasbach shared a new adult league the District is offering this fall on Friday nights. The league will run for 7 weeks and requires players to play kickball with a plastic cup filled to a designated level, in hand while playing either offense or defense. These leagues have been gaining popularity across the country.

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

Fourth of July Event

Ms. O'Brien put together some information on the impact the Fourth of July Festivities have on District staff and grounds. All of the preparation and event tasks were listed along with total staff hours for setup, event, and post event clean up. This year, staff hours to date totaled 845 for preparation, event, and post event clean up. At an average rate of \$20 per hour, the District paid \$16,900 in wages for the 4th of July festivities. Additionally, this year's rainfall during the festival led to significant turf damage at Apple Orchard Community Park. Staff is still working to repair the turf and restore the fields before fall soccer season begins. Commissioners thanked Ms. O'Brien for putting the information together and encouraged the information to be shared with the 4th of July committee. Additional discussion ensued about the power the District has during the event to close areas of the park in the event of significant rainfall to help prevent turf damage. Ms. Kasuba shared additional concerns with parking at Apple Orchard West where cars were parking on the fields. Ms. Palmer added although the District wants to be good partners for this community event, it shouldn't come at the District's expense.

Superintendent of Business Services, Mr. Leninger

Credit Card Transaction Processing

Mr. Leninger informed the Board fees for credit card transactions have been on the raise in recent years. In fiscal year 2023-2024, the District incurred over \$170,000 in credit card fees across all areas. Based on a recommendation from another park district, the District recently enrolled with Zing card payment services. Zing acts as an intermediary between the District and credit card companies. Zing assists with support tickets and payment card industry compliance and stabilize fees. Over the remainder of fiscal year 2024-2025, the District expects to conservatively save over \$20,000 in credit card fees by transitioning to Zing. Mr. Leninger thanked the District's IT and registration staff for their work on this transition. Ms. Gunsteen thanked Mr. Leninger for a very exciting report.

Superintendent of Special Facilities, Ms. Mix

Bartlett Barracudas Swim Team

Ms. Mix reported the Bartlett Barracudas were excited to host one swim meet this summer which was the B Conference on July 13th. Bartlett won the meet over Itasca, Lombard and Woodridge. The Barracudas also hosted their Swim Across America Fundraiser on July 3rd at Splash Central and raised \$8,774 which exceeded their fundraising effort from last year.

Superintendent of Villa Olivia, Mr. Pierobon
Three Year Event Comparison – May and June

Mr. Pierobon shared a three year event comparison for May and June that included all weddings, first communions, quinceaneras, baby and wedding showers, graduation parties, memorial luncheons, golf outings and more. This May and June saw three additional events with 90 additional guests compared to last year and staff is happy to see continued growth. Mr. Peirobon also shared the most recent Music on the Patio event was able to be hosted outside and attracted over 50 guests.

Old Business

None

New Business

None

Adjournment

There being no further business before the Board, Ms. Gunsteen asked to adjourn the meeting. Mr. Lewis made a motion, and Mr. Eckelberry seconded. **Motion Passed at 8:33 PM.**

Minutes Approved by the Board on August 27, 2024.

By: 
Kevin Romejko, Board Secretary