

BARTLETT PARK DISTRICT BOARD MEETING MINUTES TUESDAY, SEPTEMBER 24, 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, and Executive Assistant; Maureen Carter.

Pledge of Allegiance

President Gunsteen led the Pledge of Allegiance.

Approval of Minutes

Ms. Gunsteen moved to approve the minutes for the September 10, 2024, Committee Workshop Meeting. Mr. Eckelberry made a motion, and Mr. Lewis seconded. **Motion Passed.**

Monthly Treasurer's Report, Mr. Eckelberry, Chairperson

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

Finance Committee, Mr. Eckelberry, Chairperson

Resolution 24-06 Authorizing Intervention in Property Tax Assessment Appeals

Mr. Eckelberry reminded the Board the DuPage Board of Review now requires taxing bodies to pass an intervention authorization resolution. District attorneys have prepared the resolution and Finance Committee recommends approval. Mr. Eckelberry motioned to approve of Resolution 24-06, seconded by Mr. Lewis. Ms. Gunsteen asked for a roll call vote.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Motion Passed.

FY2023-24 Annual Comprehensive Financial Report

Mr. Eckelberry stated the Fiscal Year 2023-2024 Annual Comprehensive Financial Report was presented at the September Committee Workshop meeting by Ed Tracy of Selden Fox Ltd. Mr. Eckelberry motioned to approve, seconded by Ms. Stocks. **Motion Passed.**

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

Mr. Eckelberry presented the purchase orders between \$6,000 and \$20,000 for the time period of June 1, 2024 through August 31, 2024. Mr. Eckelberry motioned to approve, seconded by Mr. Lewis. **Motion Passed.**

Planning Committee, Mr. Lewis, Chairperson

No Report

Building and Grounds Committee, Ms. Stocks, Chairperson

No Report

Recreation Committee, Ms. Fagan, Chairperson

No Report

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

IAPD Legal Symposium

Ms. Gunsteen informed the Board IAPD will be hosting the Legal Symposium on November 7, 2024 in Oak Brook. The symposium will also be offered virtually this year and anyone who wishes to attend should let Mr. Romejko know.

Executive Director's Report, Mr. Romejko

Bill List

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

Decennial Committee on Local Government Efficiency

Mr. Romejko reminded the Board the final Local Government Efficiency meeting will be held on October 1, 2024. The report must be completed and submitted to all counties by November 23, 2024.

October Committee Workshop Meeting

Mr. Romejko also reminded the Board the October Committee Workshop meeting will be held on October 1, 2024. This is due to the NRPA Conference being held October 8-10 in Atlanta, which some Commissioners and staff are attending. The October Board meeting will be held on October 22.

Superintendent of Recreation Report, Ms. Dasbach

Indoor Pickleball

Ms. Dasbach shared the Bartlett Community Center gymnasium floor was recently refinished and nine Pickleball courts were permanently marked on the floor. Fall Adult Doubles Pickleball League started this month and Pickelball Open Gym will be hosted at the Community Center and Schrade Gymnasium. New this year is an Intro to Pickelball and Newbies Pickelball League, which will include instructional skills, rules, and league play. Staff is excited for this new program which is almost full.

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

Park-A-Memory Program Update

Ms. O'Brien provided an update on the growth of the Park-A-Memory program. The Park-A-Memory program offers memorial trees and benches for purchase to be placed on Park District property. Staff work with the donors to choose a park location and type of tree beneficial for the park. Over the past three years, the interest in memorial trees has grown from 5 to 11 per year.

Superintendent of Business Services, Mr. Leninger

Business Services Full-Time Staffing

Mr. Leninger informed the Board Business Services department is currently filling the position of Accounts Payable Specialist and staff hope to introduce the new employee soon.

District Email Issue

Mr. Leninger also provided an update on the current District Outlook issue. On Sunday, September 22, staff successfully completed a server update project. Unfortunately, during the update, another piece of equipment failed. Staff has been working constantly since Sunday to replace the failed equipment and currently the only system experiencing issues is Outlook. All other systems are up and running, and staff is continuing to work to get Outlook up and running as soon as possible.

Superintendent of Special Facilities, Ms. Mix

Upcoming Garba

Ms. Mix reported Bartlett Community Center will be hosting its largest Garba event this Friday and expect nearly 1,200 guests. Due to previous issues with events this large, staff have updated their rental contract to require larger security deposits as well as hired private security for this event. Bartlett Police will also be posting no parking signs on drives around the Community Center parking lot to help avoid parking issues. Ms. Palmer asked if previous groups took responsibility for the issues from their event. Ms. Mix responded previous groups have lost security deposits for damages incurred from their event. Ms. Palmer asked if these large events should be hosted at the Community Center if significant damages are incurred because of them. Mr. Romejko responded staff hopes the private security will help limit the number of attendees as well as prevent damages.

Superintendent of Villa Olivia, Mr. Pierobon

Ski Patrol Preseason

Mr. Pierobon shared some information on the Villa Olivia Ski Patrol. Ski Patrol is made up of 35 to 40 individuals who each volunteer at least 40 hours a season. Ski Patrol will begin first aid and additional training in the coming weeks and will conduct a chairlift evacuation training once the chairlifts are setup in mid-November.

Old Business

None

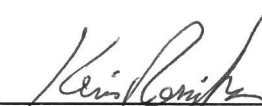
New Business

Ms. Kasuba commented on the new Rita K. Fletcher Park sign that was installed last week, saying it looks very nice. Ms. Gunsteen added the corner looks nicer with the landscaping removed.

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 7:56 PM.**

Minutes Approved by the Board on October 22, 2024.

By: 
Kevin Romejko, Board Secretary