

# **BARTLETT PARK DISTRICT BOARD MEETING MINUTES TUESDAY, AUGUST 26, 2025**

## **Call to Order**

President Eckelberry called the Board Meeting to order at **7:00 pm**.

## **Roll Call**

President Eckelberry called for the roll. Commissioners answering present were: Stephen M. Eckelberry, Lori A. Palmer, Diana Gunsteen, Susan M. Stocks, Dale Ann Kasuba, and Jody Fagan. Commissioner Nathan Botkin was absent.

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 Eckelberry led the Pledge of Allegiance.

## **Consent Agenda**

Mr. Eckelberry presented the consent agenda and asked if there were any changes. There being no changes, Mr. Eckelberry requested a motion to approve of the consent agenda including approval of meeting minutes from Regular Board Meeting on August 12, 2025, and Closed Session Meeting on August 12, 2025, approval of Monthly Treasurer Report, and approval of August Bill List. Ms. Gunsteen motioned to approve, seconded by Ms. Fagan. Mr. Eckelberry asked for a roll call vote.

ROLL CALL VOTE:

AYES: Eckelberry, Palmer, Gunsteen, Stocks, Kasuba, Fagan

NAYS: None

ABSTAIN: None

ABSENT: Botkin

**Motion Passed.**

## **Public Comments**

None

## **Presentation**

Mr. Eckelberry asked Ms. Dasbach to rise and be recognized. Mr. Eckelberry congratulated Ms. Dasbach on 25 years of service to the Bartlett Park District. Mr. Eckelberry shared some of Ms. Dasbach's many accomplishments during her tenure and presented her with a commemorative award. Ms. Dasbach shared her memorable first day at the Bartlett Park District, experiencing the opening of the Community Center, and the joy of working with many great Commissioners and staff over the last 25 years.

## **Unfinished or Continuing Business**

No Report

## **New Business**

### **Approval of Resolution 25-02 NWSRA 2026 Assessment**

Mr. Romejko presented the NWSRA 2026 assessment and explained how it is calculated for each district. This year there is a 2% increase. Ms. Palmer asked what Bartlett's participation rate was for the past year. Mr. Romejko did not have that information but explained that

NWSRA includes participants that register through NWSRA for programs as well as participants who register with the District and request inclusion services. Ms. Gunsteen made a motion to approve of Resolution 25-02 NWSRA 2026 Assessment, seconded by Ms. Stocks. Mr. Eckelberry asked for a roll call vote.

ROLL CALL VOTE:

AYES: Eckelberry, Palmer, Gunsteen, Stocks, Kasuba, Fagan

NAYS: None

ABSTAIN: None

ABSENT: Botkin

**Motion Passed**

### **Approval of Electrical Upgrade for BCC Gymnasium**

Ms. O'Brien explained upgrading the scoreboards and basketball hoops at Bartlett Community Center gymnasium was included in capital projects this year. In order to upgrade the scoreboards and convert the basketball winches to electric, the electrical power infrastructure needs to be updated. Staff obtained multiple quotes and found Electric One offered the best quote to complete the work. Ms. Palmer motioned to approve of hiring Electric One in the amount of \$29,987 to upgrade the Bartlett Community Center gymnasium electrical system. Ms. Fagan seconded.

**Motion Passed.**

### **Approval of Basketball Scoreboards, Winches, and Control Systems for BCC Gymnasium**

Ms. O'Brien moved to the replacement of scoreboards and upgrading the basketball hoops to electric at BCC. Ms. O'Brien explained all ten basketball hoops in the gymnasium will be upgrade to electric winches, allowing them to be raised and lowered with an easy touch control, as well as the two existing gym divider curtains. The project also consists of removing and replacing four scoreboards with wireless control consoles. Ms. Gunsteen asked about the timeline for this project and if the gym will need to be closed. Ms. O'Brien responded the equipment has a 10-week lead time and the installation will work around programs allowing the gym to remain open. Ms. Stocks motioned to approve of purchasing four All American Scoreboards, Two Wireless Control Consoles, ten Jaypro Sports Electric Basketball Winches, and a Jaypro Easy Touch Equipment Controller from H.E. Hodge Company through the TIPS-USA cooperative purchasing program in the amount of \$70,138. Ms. Palmer seconded the motion. **Motion Passed.**

### **Approval of Little Free Library at Rotary Park**

Mr. Romejko informed Commissioners, a representative from Friends of the Bartlett Library is requesting permission to place a Free Little Library at Rotary Park. Mr. Romejko provided examples of other parks that have free little libraries and explained how our Parks Department will assist with the installation to ensure the placement works for our operations. The post and Free Little Library will be purchased and maintained by Friends of the Bartlett Library. Ms. Gunsteen motioned to approve, seconded by Ms. Kasuba. **Motion Passed.**

### **Approval of Website Redesign Project**

Ms. Dasbach discussed the budgeted capital project to redesign the District's website. The website was last updated in 2019 with only minor updates in the last six years. The goal for this redesign will be to modernize the design, make it more mobile-friendlier, improve searchability, and enhance ADA accessibility. Staff is also working on a survey for residents, staff, and Board members to provide feedback on areas of the website needing updates and improvements. Staff would like to continue using WebLinx as they have been happy with their service over the past several years. The company is also local and works with many other Park Districts. The project is expected the last about 6 months and the total cost is \$32,940. Commissioners shared their views on updates needed and were pleased to hear community input will be used. Ms. Gunsteen motioned to approve of hiring WebLinx Incorporated to redesign the District's website for a cost of \$32, 940, Ms. Fagan seconded the motioned. **Motion Passed.**

## **Department Updates**

### **Business Services**

Mr. Leninger provided an update on Natural Gas rates and savings. The District has utilized the floating market rate since April 2022 which has ranged from as high as \$1.24 per-therm usage rate to \$0.139. The District has saved thousands of dollars over the past 40 months by utilizing the floating market rate. Staff will continue to monitor floating market rates compared to fixed-rate pricing.

### **Parks & Planning**

Ms. O'Brien introduced the new Parks Manager, Krista Dufford, who comes to the District with 25 years of experience. Ms. Dufford started with the District just before 4<sup>th</sup> of July and has already brought so much to the team and is a tremendous asset to the District.

Ms. O'Brien also presented information about Parks Department's work before, during, and after the 4<sup>th</sup> of July Festival this year. Ms. O'Brien detailed the prep work needed for the festival including treating fields, setting up parking lots, installing fencing, placing barricades, and laying out the festival area. Staff also helps assemble the float trailer for the parade. During the festival staff manages the parking lot at Jim Jensen Pavilion, performs trash removal and provides additional support on the 4<sup>th</sup> and parade day. After the festival, staff removes fencing, garbage and firework debris, and addresses turf restoration. In total, the Parks Department committed almost 800 hours of labor to the festival which totaled \$17,869 in wages, not including Ms. O'Brien's and three managers time. Ms. O'Brien also shared several photos of the festival area and the damage the turf sustained due to heavy rains on the last day of the festival. Ms. O'Brien stated members of the 4<sup>th</sup> of July Committee recently requested to meet with the District to discuss this year's event and future events. Ms. O'Brien was pleased with the meeting and felt the committee members valued the work the District contributes to the festival and is committed to working with the District to ensure future events take the District's needs into consideration. Commissioners discussed Parks Department's successful work to restore the turf as well as concerns about making closure calls when there are weather events and managing carnival staff camping on property. Ms. Palmer thanked Ms. O'Brien for compiling the information and photos.

### **Recreation**

Ms. Dasbach detailed fall athletic leagues beginning including soccer, softball and travel basketball as well as participation numbers. Ms. Dasbach shared preparations for the Preschool year starting in September with only two students away from being at full capacity. Preschool rooms have been cleaned and freshly painted and have new tables, chairs, and shelves. Ms. Kasuba commented it is great to see the previous Preschool furniture lasted the District 25 years. Ms. Dasbach also discussed a new program, Intro to Preschool, which is a one hour, four-week class for children ages 2-4 and their caregivers to help ease children into the experience of Preschool.

### **Special Facilities**

Ms. Mix provided an update on end of season activities at Bartlett Aquatic Center including BAC Olympics and a staff pizza party. Staff is working hard to adjust to lower staffing levels for the last week of the pool season and was pleased to receive a 4-star audit for the final audit of the summer. Ms. Mix also provided an update on facility improvements at **LIFECENTER** including new mechanical blinds and fans added to the fitness studio. Finally, Ms. Mix shared statistics for Apple Orchard Golf Course for the month of July. Although hotter temperatures affected the number of rounds played in July, season pass and punch card sales are up significantly compared to last season.

**Villa Olivia**

Mr. Pierobon announced aesthetic updates have been completed at Villa Olivia and shared before and after photos of the new drapery and paint in the Crystal Ballroom, a new digital sign board outside of the Sapphire Room and new fencing to conceal the gas meter and other utility pipes outside of the Emerald Room. All updates were approved by Phil. Mr. Pierobon also shared July statistics for golf and food and beverage compared to last year.

**Executive Director Updates**

Mr. Romejko informed the Board there will be a public input meeting held at Tallgrass Park on September 4th to gain community input for the OSLAD Grant application. The Community Input Meeting will be promoted on the District's website and at the park. Mr. Romejko also reminded the Board of the upcoming NRPA Conference in Orlando and discussed transportation plans for commissioners and staff. Mr. Romejko also proposed moving the second September Board Meeting to the last week in September. The second meeting is currently scheduled for September 23<sup>rd</sup>, which would require staff to prepare and distribute information during the week of NRPA Conference. Moving to the meeting a week later would prevent staff from having to work on Board information while attending the NRPA conference. Commissioners agreed to moving the September 23<sup>rd</sup> Board Meeting to September 30<sup>th</sup>.

Mr. Romejko updated the Board on the current status with the Midwest Raiders (formally known as Bartlett Raiders) regarding field rentals. Staff has been reaching out to the organization for several weeks to finalize their field usage agreement and schedule, with very little response. Staff has made every effort to work with the organization and has held the fields for their use, but representatives have stopped responding to staff. With the season starting and no response from the organization, we believe they are looking at other fields, but have not been able to confirm with the organization. Mr. Romejko stated staff wanted to share this information with commissioners in case any residents reach out questioning why the Midwest Raiders are not using District athletic fields this season. Ms. Fagan asked about the cost of holding these fields for the Raider's use, Ms. Dasbach responded the total revenue from the Midwest Raiders field usage is about \$7,000.

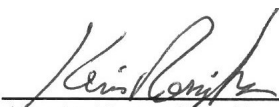
**Commissioner Comments**

Ms. Palmer shared concerns about the pump track going in at Sunrise Park because of the increase in motorized bike usage in the community. Commissioners discussed concern of motorized bikes on the pump track, signage that should be posted at the pump track, and other areas where motorized bikes are a concern.

**Adjournment**

There being no further business, Ms. Gunsteen moved to adjourn the Board Meeting, seconded by Ms. Stocks. **Motion carried at 8:12 pm.**

Minutes Approved by the Board on September 9, 2025.

By:   
Kevin Romejko, Board Secretary