

BARTLETT PARK DISTRICT BOARD MEETING MINUTES TUESDAY, OCTOBER 28, 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, and Dale Ann Kasuba. Commissioners Jody Fagan, and Nathan Botkin were 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 requested a motion to approve. Mr. Eckelberry stated the consent agenda included approval of meeting minutes of the Regular Board Meeting on October 14, 2025, approval of the Monthly Treasurer Report, and approval of the October Bill List. Ms. Gunsteen motioned to approve, seconded by Ms. Kasuba. Mr. Eckelberry asked for a roll call vote.

ROLL CALL VOTE:

AYES: Eckelberry, Palmer, Gunsteen, Stocks, Kasuba

NAYS: None

ABSTAIN: None

ABSENT: Fagan, Botkin

Motion Passed.

Public Comments

None

Unfinished or Continuing Business

No Report

New Business

Approval of Villa Olivia Pro Shop Roof Replacement

Mr. Pierobon explained the roof over the Pro Shop and storage area at Villa Olivia has been experiencing multiple leaks. After previous attempts to address the leaks did not resolve the issue, staff contacted Anthony Roofing to investigate and assess the condition of this section of the roof. Anthony Roofing concluded this section of roof is at the end of its useful life. Mr. Pierobon shared an aerial view of Villa Olivia, highlighting the section of roof over the Pro Shop that needs to be replaced and the proposal from Anthony Roofing totaling \$135,800. Mr. Pierobon explained this is an unbudgeted expense, but there are funds available in capital projects because of savings incurred from already completed projects. Ms. Gunsteen asked what the timeline for this project would be. Mr. Pierobon stated it would take about a week to complete the roof replacement, depending on when the project was approved and could be scheduled. Ms. Kasuba noted it would be best to complete this project before it snowed. Mr. Pierobon answered more questions about

the specific section of the roof and stated the proposal included cost for removing and replacing existing rooftop units and other equipment on the roof. Ms. Gunsteen motioned to approve of the replacement of the Villa Olivia Pro Shop roof in the amount of \$135,800 by Anthony Roofing, a Tecta America Company. Ms. Kasuba seconded the motion. **Motion Passed.**

Department Updates

Business Services

Mr. Leninger discussed the many staff anniversaries that have been or will be celebrated this fiscal year. A total of thirty staff, across all departments, will celebrate their milestone anniversary this fiscal year. Mr. Leninger also informed the Board the Risk & Training Manager position was offered and accepted by an applicant, but the applicant rescinded their acceptance and opted to stay with their current park district. The position has been reposted, and staff hope to begin conducting interviews soon.

Parks & Planning

Ms. O'Brien shared fall maintenance activities throughout the Parks system including mowing of native areas, turf fertilization, and tree planting. Ms. O'Brien informed the Board, Larry Mann, Facility Maintenance Manager, will be retiring at the end of the year after 9 years with the District. In the coming week, pavement striping will take place at Bartlett Community Center. Ms. O'Brien explained the areas where striping will take place and that the work will include standard markings, such as crosswalks, fire lane designations, stop lines, directional arrows, and other necessary traffic and safety indicators. Their work will be completed in sections which will not require closing access to any areas.

Recreation

Ms. Dasbach stated the winter program guide will be delivered to residents next week and registration will open on November 10th for residents. Open gym season will be in full swing next month and include youth and adult Open Gym. Ms. Dasbach also shared some of the fun activities happening in Preschool this week including magic pumpkin patch, costume parade, and trunk or treat. The District has partnered with Oak Street Health in offering some new programs for adults 55 and older including selfcare, crafts, and painting. On October 18th, the Nature Center held Fall Fest which welcomed about 650 people and included hayrides, sponsored by Bartlett Parks Foundation. Attendees also enjoyed marshmallow roasting, local vendors, games & scavenger hunt, archery, and a visit from Police dog Maverick who enjoyed checking out the pumpkin patch.

Special Facilities

Ms. Mix explained the offerings for **LIFECENTER** members during the annual maintenance closure and RTU project that took place September 10th to September 24th. During the two-week closure, group fitness classes were offered for free. Ms. Mix shared that group fitness participation averages 183 participants each week and during the two-week closure, a total of 897 participants utilized the free group fitness classes. During the month of September, **LIFECENTER** offered 188 classes with a total of 1,750 participants. Ms. Mix shared additional statistics on membership and check-ins at **LIFECENTER** as well as Apple Orchard Golf Course statistics for September and Splash Central rentals and swim lessons. Ms. Mix informed the Board there will be a search and rescue drill taking place at the community center next week and shared Scheduling Manager, Nick Serritella and his wife welcomed a new baby girl.

Villa Olivia

Mr. Pierobon provided statistics on golf rounds and food and beverage sales for September 2025 compared to September of 2024. Mr. Pierobon also discussed plans to close the back nine holes of the golf course and begin preparation for winter sports, including winterizing irrigation systems and the halfway house.

Executive Director Updates

Mr. Romejko thanked the Board for their ongoing support of continuing education, such as the recent NRPA Conference in Orlando, which was a great opportunity for continuing education and industry innovation for staff and commissioners to experience. Mr. Romejko shared the dates for the remaining Board Meetings for 2025 with agenda highlights which include Strategic Plan approval and the annual tax levy. Mr. Romejko asked commissioners to reach out if they have any schedule conflicts for the upcoming dates. Along with the upcoming Board Meetings, Mr. Romejko shared the dates and invited the Board to attend the Staff Holiday Party and Midwinter Social with the Bartlett Parks Foundation. Mr. Romejko reported the Bartlett Police Department recently conducted an alcohol compliance check at Bartlett Community Center, Apple Orchard Golf Course, and Villa Olivia, where an underage person attempts to purchase alcohol. Mr. Romejko was pleased to report that at all three facilities staff properly requested identification and did not serve the underage person.

Commissioner Comments

None

Adjournment

There being no further business, Ms. Palmer moved to adjourn the Board Meeting, seconded by Ms. Stocks. **Motion carried at 7:30 pm.**

Minutes Approved by the Board on November 11, 2025.

By: 
Kevin Romejko, Board Secretary