

**Burr Ridge Park District  
Regular Meeting  
December 12, 2011**

**REGULAR MEETING**

The Regular Meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 7:02pm by President Rob Quigley.

Present: Board Members Bergholz, Caplis, Quigley  
Absent: Fara, Malloy  
Also Present: Jim Pacanowski, Director of Parks and Recreation,  
Lavonne Campbell, Superintendent of Recreation,  
Jamie Janusz, Superintendent of Finance,

**APPROVE**

**December 12, 2011 Agenda**

Item VIIIE New Business, Discuss Landscape Services Contract for 2012 and Authorize Solicitation of Public Bids, and Item IX, Adjourn to Executive Session For the Purpose of Discussing the Compensation of Employees of the Public Body, was added to the Agenda.

**November 21, 2011 Regular Meeting Minutes**

Caplis moved, seconded by Bergholz, and approved by roll call vote to approve the November 21, 2011 Regular Meeting Minutes.

Ayes: Bergholz, Caplis, Quigley Nays: None Abstain: None

**November 21, 2011 Executive Session Meeting Minutes**

Caplis moved, seconded by Bergholz, and approved by roll call vote to approve the November 21, 2011 Executive Session Meeting Minutes .

Ayes: Bergholz, Caplis, Quigley Nays: None Abstain: None

**OPEN FORUM**

Mr. George Medrovic, of Elfi Wall Systems, gave a short introduction of his local company's pre-fabricated wall systems to the board. The pre-fabricated walls are formed using green material and have a 40-60% saving on energy. Mr. Medrovic would like Elfi Wall Systems to be considered for future construction at the Burr Ridge Park District.

President Quigley stated that any possible construction at the park district is in the very early phases.

Mr. Medrovic replied that this is precisely the time pre-fabricated walls should be considered and asked that his information be passed along to the park district architect for price comparisons in project estimates.

Board Member Berholz asked that the pre-fabricated walls be looked into and compared in order to capture significant energy savings. Elfi Wall Systems is a local product, one which could be useful and cost saving to the park district.

## **CORRESPONDENCE**

In addition to the written report, Pacanowski distributed copies of a new design which has been completed for a 60 x 48 wetland environment sign that will be displayed in the lobby.

Board Member Caplis asked for details on the PDRMA Summary Points of 90 out of 100 for the Workers' Compensation Claims portion.

Pacanowski responded that the claims were for minor incidents and goes back three years. Pacanowski will get back to the Board with specific details at the next meeting.

## **REPORTS**

### **Director of Parks and Recreation**

Nothing further added to the written report.

### **Superintendent of Finance**

In addition to the written report, Janusz reported that the Foundation Annual Appeal has brought in \$1,600 as of this meeting.

### **Recreation Division**

In addition to the written report, Campbell reported that holiday events went well and are wrapping up.

Berholz asked why staff is considering charging adults for entrance to the All Hallows Eve event.

Campbell responded that currently only children are charged, yet food is supplied for all attendees. Food is served at the event, and adults eat the bulk of the food. There may be 2 children attending, with 4 to 6 adults attending with those 2 paying children, and while we don't plan on making money from the event, we can't operate the event at a significant loss either. In order to avoid significant losses, staff is considering charging adults for entrance.

Pacanowski added that the fee for adult entrance will not be significant, only \$2.00 to \$3.00 per adult.

Berholz asked if perhaps staff would consider allowing 1 or 2 adults free entrance with each paying child so that we still offer the event to the parents for free and avoid a lot of extra adults attending with the children.

Campbell stated that she will look into allowing 1-2 adults per family receiving free entry. Campbell also notified the Board that several families will be bringing the park district staff and teachers lunch on Wednesday in order to thank them for their great service.

## **UNFINISHED BUSINESS**

No Unfinished Business

## **NEW BUSINESS**

**Adopt Resolution for IPDLAF Merger**

Caplis moved to Adopt the Illinois Park District Liquid Asset Fund Merger, seconded by Bergholz, and approved by roll call vote.

Ayes: Bergholz, Caplis, Quigley      Nays: None      Abstain: None

### Discuss Truth In Taxation For Public Hearing 12/20/11

Pacanowski notified the Board that while working on Master Plan projects, even though nothing has been decided as of yet, looking ahead it would be best to have a truth in taxation hearing, which would be required for capital improvements to Harvester Park to be levied in the SRA fund. Therefore, a Truth In Taxation meeting has been scheduled for Tuesday, December, 20, 2011.

### Master Plan Discussion Items

Pacanowski notified the Board that January will be an important meeting with a decision needed for refinancing, and projects are being prioritized. Number 1: a 7600 square foot gymnasium: \$1.3 to 1.4 million exists in capital fund balances. A certain amount is dedicated for park wide assets. \$1 million could be accessed and \$1.25 to 1.35 million could be bonded for brick and mortar type projects. \$150,000 was added on when the gymnasium was sunk into the earth in order to keep the lines of the community center building from becoming too high. Total estimated cost is \$1.7 to 1.8 million and \$2 million if recessed in the ground. If the project is desired, the project will still be \$600,000 to \$700,000 short. The gymnasium is not considered to be a budget positive situation. When broken down, it would cost approximately \$30,000 a year for maintenance, supervision, staffing, electricity, etc. Staff does not consider a gymnasium a needed item, but a supplement item. In addition, Gower is going to referendum for additions and improvements for gymnasiums at both schools. At this point, staff does not consider a gymnasium a needed project at this point.

Pacanowski asked the Board if they are in concurrence with the decision not to proceed with a gymnasium.

Bergholz asked for clarification that we can get close to the gymnasium from a capital expense standpoint but not from a maintenance standpoint.

Pacanowski responded that we would be \$600,000-\$700,000 short on capital funding and \$20,000-\$30,000 annual deficit in operating. An alternative construction would be to construct an additional programming/rental room as large as Room C and Room D, with additional small storage space connected to it. In addition, this would then free up the current storage room to use as a small programming room with minimal renovations, such as carpeting. This would allow for a budget neutral and quite possibly a budget positive scenario. The rooms would be used for programming and rental. It would also allow for greater flexibility and less man hours required for set up and break down of the other programming rooms which are currently used to the max.

Pacanowski distributed an architectural proposal, and although a decision is not needed, general concurrence to move forward with the architect would be needed.

Bergholz asked how the decision was made to have the addition 2,000 square feet in size.

Pacanowski responded that the 2,000 square feet was decided based upon the size of the site, the general use of the rooms, and the realistic use to generate a budget neutral or budget positive scenario, along with the cost of maintenance to clean the rooms.

Bergholz asked if the space on the preschool side of the building is currently adequate.

Pacanowski responded that preschool rooms are currently adequate.

Campbell added that preschool demands are currently for more morning classes. In order to accommodate that, more extended learning classes in the morning are being

added. Additional programming rooms will help accommodate these additional classes.

Bergholz asked what affect these additional rooms would have on the current HVAC system.

Pacanowski responded that they would require a single unit and is not a complicated process and is in line with the current roof lines and walls.

Bergholz stated that trends are for small instructional spaces, not large spaces.

Pacanowski responded that this addition would have a collapsing wall in the middle, just as the current Room C and D have, in order to create smaller instructional spaces when required.

The Board agreed to move forward with the architectural plans for an addition.

### Summer 2011 Program Budget Review

Campbell presented the Board with a Summer 2011 Budget Recap Report, which showed a total net of \$1,000 more in 2011 over 2010. One week of day camp was lost due to snow days added at school, lengthening the school year. Costs do not reflect administrative costs. In addition, nature programs are not necessarily offered to make a profit, but to offer a variety and to make the park district well rounded.

### Landscape Services Contract for 2012 Authorize Solicitation of Bids

Caplis moved to Solicit Public Bids for Landscape Services for 2012 contingent on attorney review, seconded by Bergholz, and approved by roll call vote.

Ayes: Bergholz, Caplis, Quigley      Nays: None      Abstain: None

### **APPROVAL OF BILLS**

Caplis moved, seconded by Bergholz and approved by roll call vote to approve December bills.

Ayes: Bergholz, Caplis, Quigley      Nays: None      Abstain: None

### **ADJOURNMENT TO EXECUTIVE SESSION**

Caplis moved, seconded by Bergholz, and unanimously approved to adjourn to the Executive Session at 7:40pm.

Regular meeting reconvened at 7:52pm.

Caplis moved, seconded by Bergholz, and unanimously approved to adjourn the regular meeting at 7:53pm.

Respectfully submitted,

Sherry Stednitz  
Recording Secretary