

**Burr Ridge Park District  
Regular Meeting  
June 13, 2016**

**PUBLIC HEARING**

The Public Hearing was called to order at Burr Ridge Community Center at 6:30 pm by President Quigley.

Present:	Bergholz, Caplis, Quigley
Absent:	Fara, Malloy
Also present:	Director Jim Pacanowski Superintendent of Recreation Lavonne Campbell Mary Dickson, Bond, Dickson & Assoc., P.C.

**OPEN FORUM**

The FY 2016-17 Budget and Appropriations Ordinance was adopted in tentative form on May 9, 2016, and has been available for public inspection for 30 days as required by law. This public hearing affords the public an opportunity to comment on the contents of this document.

No audience was present for the public hearing.

**ADJOURN PUBLIC HEARING**

Caplis moved, seconded by Bergholz, and unanimously approved, to adjourn the Public Hearing at 6:31 pm.

**REGULAR MEETING**

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:31 pm by President Quigley.

Present:	Board Members Bergholz, Caplis, Quigley
Absent:	Board Members Fara, Malloy
Also Present:	Director Jim Pacanowski, Supt. Of Finance Jamie Janusz, Superintendent of Recreation Lavonne Campbell Mary Dickson, Bond, Dickson & Assoc., P.C.

**APPROVE**

**June 13, 2016 Agenda**

Move Agenda Item VII A, Introduce Staff Recommended Attorney to Replace Barb Gosselar to after Agenda Item IIA.

## **May 9, 2016 Regular Meeting Minutes**

Caplis moved, seconded by Bergholz, and approved by roll call vote to approve the May 9, 2016 Regular Meeting Minutes.

Ayes: Bergholz, Caplis,

Nays: None

Abstain: Quigley

## **NEW BUSINESS**

### **Introduce Staff Recommended Attorney to Replace Barb Gosselar**

Pacanowski introduced Mary Dickson, of Bond, Dickson & Assoc., P.C., the finalist for the replacement of attorney Barb Gosselar.

Mary Dickson thanked the Board and Staff and presented additional details regarding her credentials and experience. Ms. Dickson looks forward to working with the Burr Ridge Park District.

Quigley asked when Barb Gosselar's retirement becomes effective. Pacanowski responded that she has already retired.

Caplis asked for verification that the rate will be \$185 per hour for the 2 year contract. In addition, will paralegals be servicing the account?

Dickson replied that the rate is correct for the 2 year contract. If a rate increase is requested, a formal request would be presented to the Board. Paralegals will not be working on the account.

Bergholz asked if Dickson has experience working with both DuPage and Cook Counties.

Dixon replied that the municipalities she has encompass DuPage, Cook, Lake, Kane, McHenry.

In addition, another account in her firm has a similar situation where two counties are within the park district boundaries.

The Board welcomed Ms. Dickson and thanked her for attending the meeting.

## **OPEN FORUM**

No Open Forum

## **CORRESPONDENCE**

Nothing further added to the written report.

## REPORTS

### Director of Parks and Recreation

In addition to the written report, Pacanowski informed the Board that the catch and release program is something that is recommended to be pursued and would contact the DNR to find out the next steps to mandate that at Harvester Park and in addition what enforcement would entail.

The Board unanimously agreed.

Pacanowski will contact the DNR and report back to the Board.

### Superintendent of Finance

Nothing further added to the written report. Pacanowski asked Bergholz to report on the Foundation.

Bergholz reported that the Foundation is excited and casually investigating fundraising opportunities for an adult fitness court. The Foundation will wait until there is enough in the budget for a proposal to be presented to the Board. In the meantime, the concrete bag games have been ordered.

### Recreation Division

In addition to the written report, Campbell notified the Board that Woods Pool currently has 56 family memberships and 15 individual memberships.

The Animal Adventure at Harvester Park was advertised on the back of the Woods Pool marketing flyer. Approximately 1500 - 1700 people showed up for the event, which was much higher than the estimated 300-500 expected. Burr Ridge Bank and Trusted donated a total of \$3,000 for 3 events over the summer.

Pacanowski added that a more intense parking plan will be mobilized for the next event.

Campbell informed the Board that capacity for the June 4 event was almost reached at Woods Pool, which is 99. Capacity is based upon the Health Department mandate which is based upon restroom capacity. Marketing efforts and social media will not be as aggressive for Monday Mania in order to minimize the number of people turned away for the event. Monday Mania was advertised with the Animal Adventure.

Bergholz asked if numbers for the pool rental are similar to the previous year. In addition, is there a number of people given on the pool rental form?

Campbell stated that pool rentals are about the same as last year. In addition, total number of attendees, number of adults and number of children is requested on the pool rental form so that the proper number of lifeguards are on hand for the rental.

Bergholz stated that a weekend rental had a lot of activity in the evening and a lot of car drop off and pick up at the pool.

Caplis asked if we still have grills available at the pool.

Pacanowski responded that the Board voted to remove the grills for safety reasons. If there is a rental that is requesting to bring a grill, they can request that on the permit and special arrangements can be considered in order to insure that coals are disposed of safely and properly and heat sources are isolated.

## **UNFINISHED BUSINESS**

### Park Recycling Receptacles Discussion

Pacanowski presented the recycling receptacle that would fit within current budget parameters. While the receptacle would be fine indoors, it is not sturdy enough for an outdoor recycling use. Pacanowski presented an alternative receptacle which would be sturdier for outdoor recycling needs. However, the Board must decide to increase the budget to purchase all the receptacles, or reduce the number of receptacles purchased in order to fit within the budget parameters.

It was unanimously decided to stay within the budget parameters, purchase 6 of the sturdier receptacles, and monitor the recycling program.

## **NEW BUSINESS**

### Oak Grove Pond Aerator Discussion

In addition to the written report, Pacanowski notified the Board that the Oak Grove pond aerator is broken. However, aeration does not remove algae, it only oxygenates the water for the fish population, if a fish population were to exist and herbicide was being used, which does not occur at Oak Grove.

It was unanimously decided not to replace the pond aerator at this time and to monitor the surface of the pond.

### Approve Concession Services with Harvester Park Little League

There are no changes to the new concession services agreement .  
Caplis asked for a copy of the Certificate of Insurance in order to ensure that the park district is properly covered for insurance under additionally insured.

Bergholz moved to Approve the Concession Services with Harvester Park Little League, seconded by Caplis.

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

### Review Program Budget Projections Summary for Summer 2016

Pacanowski presented a detailed budget projection for summer 2016 programs, and 2015 and 2014 actual budgets.

Caplis asked if the tennis program was utilizing any park district courts.  
Campbell responded that tennis is utilizing courts at Harvester Park.

### Review Select Program Evaluations for 2015/16 School Year Programs

Pacanowski presented a report detailing select programs which utilized Survey Monkey.

### Adopt Ordinance #16-02 Illinois Prevailing Wage Act

Bergholz moved to Adopt Ordinance #16-02 Illinois Prevailing Wage Act. Seconded by Quigley.

Ayes: Bergholz, Quigley      Nays: Caplis      Abstain: None

### Adopt 2016-17 Budget & Appropriations Ordinance #16-01

Pacanowski notified the Board that since the recycling receptacle program budget has not been changed and there are no changes to the 2016-17 Budget and Appropriations.

Caplis moved to Adopt 2016-17 Budget & Appropriations Ordinance #16-01. Seconded by Bergholz.

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

### **APPROVAL OF BILLS**

Caplis asked if it would be wise to hire a part time person to perform some of the prevailing wage work currently performed by Andy's Landscaping.  
Pacanowski stated that the total amount of prevailing wage hours is minimal and is to open the pool and outdoor concession area. We do not have access to any part-time personnel with the required skill set at the current time.

Quigley asked if there was enough work to justify hiring a person on staff.  
Caplis responded that a part time hire not full time hire could perform the work.

Quigley asked for verification of the computer bill.  
Pacanowski responded that 4 computers were upgraded.

Quigley asked for verification of the design bill for the bridge.  
Pacanowski responded that a deposit of 35% to begin production of the bridge was made.

Caplis asked for verification of labor for the front door.  
Pacanowski responded that this was for labor and parts for the replacement for automatic door for the Community Center.

Caplis asked for verification of tractor parts.  
Pacanowski responded that the John Deere tractor broke down.

Bergholz asked for verification that 3 laborers/3 hours would be 9 hours.  
Pacanowski responded yes.

Caplis asked for the reason for the new fence at the dumpsters at Harvester Park.  
Pacanowski responded that it is for the recycling program.

Caplis asked for verification of Gosselar bill for real estate.  
Pacanowski responded that this was for tax objections.

Caplis moved, seconded by Bergholz to Approve the June bills.

Ayes: Bergholz, Caplis, Quigley

Nays: None

Abstain: None

### **ADJOURNMENT**

Caplis moved, seconded by Bergholz and unanimously approved to adjourn the regular meeting at 7:20 pm.

Respectfully submitted,

Sherry Stednitz  
Recording Secretary

H/Jamie/board/minutes/brpd minutes 6 13 16