

**Burr Ridge Park District
Regular Meeting
December 8, 2025**

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:34 pm by President Quigley.

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| Present: | Caplis, Lawrence, Malloy, Quigley |
| Absent: | Paulius |
| Also present: | Jim Pacanowski, Director of Parks and Recreation Lavonne Campbell, Superintendent of Recreation |

APPROVE

Approve December 8, 2025 Agenda

No changes were made to the December 8 2025 Agenda.

Approve November 17, 2025 Regular Meeting Minutes

Lawrence moved to approve the November 17, 2025 regular meeting minutes, seconded by Caplis and approved by roll call vote.

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| Ayes: Caplis, Lawrence, Malloy, Quigley | Nays: None | Abstain: None |
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Approve November 17, 2025 Executive Session Minutes

Caplis moved to approve the November 17, 2025 executive session minutes, seconded by Lawrence and approved by roll call vote.

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| Ayes: Caplis, Lawrence, Malloy, Quigley | Nays: None | Abstain: None |
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OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to Correspondence.

REPORTS

Director of Parks & Recreation

In addition to the written report, Pacanowski informed the Board that the DNR will likely submit the 50% "up front" check to the park district by the end of December.

Pacanowski submitted a schedule for refinance discussions for the Board to discuss. The FY 26-27 budget will need to be finalized no later than April.

Quigley asked if a tour of the parks will be done as in past years in order for the Board to make their decision.

Pacanowski responded that a tour will be completed when the weather starts to break in March.

Pacanowski asked if there was consent by the Board to move forward with gift cards for non full time employees in lieu of a holiday party. There was unanimous consent to move forward with the purchase of \$25 gift cards for non full time employees. In addition, Pacanowski notified the Board that a post holiday meal for Board Members will be held in January just prior to the start of the regular meeting.

Pacanowski notified the Board that the new LED parking lot lights supplied by the Com Ed program are brighter than the old version. Two of the parking lot lights are intruding on the homes at Chestnut Hills. In the spring a fix for the lights that are facing Chestnut Hills will be sought. In the meantime, until there is a solution, the lights in the parking lot will be turned off in order to avoid any distress in the Chestnut Hills neighborhood. We will rely on building glow, concession stand eaves, and NE corner of lot low height light over the winter.

Lawrence asked if the temporary and possible permanent solutions were communicated to the neighbors at Chestnut Hills.

Pacanowski responded that they were and they can also see there are no lights as of this past weekend.

Superintendent of Finance

Nothing further added to the written report.

Recreation Division

In addition to the written report, Campbell informed the Board that Breakfast with Santa was well attended by over 550 people and went well. In addition, the Storytime Train had over 150 people for each train and went well with only a slight hiccup with the return on the morning Metra Train.

UNFINISHED BUSINESS

Discuss Revised 3 Year Capital Spending Plan for Potential Bond Proceeds

Pacanowski presented a spending plan for potential bond proceeds. Pacanowski stated that there will be an estimated \$625,000 in the year end fund balance which does not have a time limit for spending. This would allow for flexibility in utilizing bond proceeds for capital improvements needed within the necessary 3 year time frame, while leaving the \$625,000 available for future capital improvements needed in the non-scheduled future.

Lawrence asked if there was a referendum held for the original bond.

Pacanowski responded that there was not a referendum for the original bond.

Quigley added that there was never a referendum held.

Pacanowski clarified that a referendum was never held for a bond; however, two referenda were held for the community center.

Pacanowski briefly went over each of the proposed bond projects as detailed in the written report.

Quigley asked for verification that no major reconstruction or equipment no new projects are listed in the project list.

Pacanowski responded that a new project that is in keeping with the creative and unique themes of the Burr Ridge Park District could be added to the project list which is for a mini motocross tour through Route 66 Illinois. This would be retrofit through the pathway which was already installed as part of the OSLAD project.

Caplis asked if a grant could be won from OSLAD for this potential motocross project.

Pacanowski responded that this is not a project that would likely be a successful OSLAD grant. This project could, however, be phased in over the 3 year period in order to space out expenditures for the project.

Caplis asked if any update was received from the Village of Burr Ridge regarding the CNH property sale.

Pacanowski responded that there were some interested parties looking at the property recently for an arena hub type use. Pacanowski held some informal discussion with them on the water tower road regarding the park district's potential interest in some of the land and the park district's interest in the continuation and connection of walking trails within the area.

Caplis thanked Pacanowski for the information regarding capital spending for potential bond proceeds and stated that the majority of money planned is for the maintenance of capital property.

Pacanowski responded sprinkler water line replacement, HVAC unit replacements, roof replacement are all examples of these types of projects.

Malloy asked if the park district would go for a referendum for the funds.

Pacanowski responded that no referendum would be held.

NEW BUSINESS

Approve Levy Ordinance 25-02

Malloy moved to Approve Levy Ordinance 25-02, seconded by Lawrence and approved by roll call vote.

Ayes: Caplis, Lawrence, Malloy, Quigley Nays: None Abstain: None

APPROVAL OF BILLS

Caplis asked for verification of the bill for the attorney for \$507.00
Pacanowski responded that this is for the ComEd culvert and FOIA request.

Caplis asked for verification of the Brighter Electric bill for \$2,870.00.
Pacanowski responded that this is for electric work at the pickle ball court.

Malloy asked if the fire sprinkler service bill is an annual bill.
Pacanowski responded that it is an annual bill. There will also be a need to recertify the sprinkler system at 20 years which is coming up.

Malloy asked for verification of the Woods Pool plumbing bill.
Pacanowski stated that the plumbing invoice from summer for faucet repair, etc., was just received.

Quigley asked for verification of the MSI license invoice.
Pacanowski responded that this is for the accounting software licensing.

Lawrence asked for verification of the Conserve FS bill.
Pacanowski responded that this is for the salt stock up for the winter.

Pacanowski asked for permission to make payment this week which will be prior to the next Board meeting for \$2,200.00 payable to Frank's Service for plowing and salting previously performed.
The Board unanimously agreed to allow payment to Frank's Service for \$2,200.00 prior to the next Board meeting.

Lawrence moved to Approve the December, 2025 bills, seconded by Caplis, and approved by roll call vote.

Ayes: Caplis, Lawrence, Malloy, Quigley Nays: None Abstain: None

ADJOURNMENT

Caplis moved, seconded by Lawrence and unanimously approved to adjourn the Regular Meeting at 7:07 pm.

Respectfully submitted,
Sherry Stednitz
Recording Secretary

h/jamie/board/minutes/brpd minutes December 8 2025