

**Burr Ridge Park District
Regular Meeting
April 12, 2021**

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:	Caplis, Lawrence, Paulius, Quigley
Via Zoom	Malloy
Also present:	Jim Pacanowski, Director
	Jamie Janusz, Superintendent of Finance
	Lavonne Campbell, Superintendent of Recreation
	Additional Members in Attendance from the Public

Approve April 12, 2021 Agenda

No changes were made to the Agenda.

Approve March 8, 2021 Regular Meeting Minutes

Caplis moved, seconded by Malloy and approved by roll call vote to Approve the March 8, 2021 Regular Meeting Minutes.

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

Approve March 8, 2021 Executive Session Meeting Minutes

Lawrence moved, seconded by Malloy and approved by roll call vote to Approve the March 8, 2021 Executive Session Meeting Minutes.

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

OPEN FORUM

Jeannie Stachowiak, 717 Gregford Road, Burr Ridge, appreciates the work the park district puts into Woods Pool and believes the pool is an asset to the community. Ms. Stachowiak is a representative of 8 homeowners in the vicinity of Woods Pool and offered support to the park district for Woods Pool from the 8 families in any way necessary.

Quigley thanked her for the support.

Pacanowski notified Ms. Stachowiak that the pool will be open this season, however, due to COVID restrictions, the pool will be at 50 percent occupancy. Information should be available within the next few days regarding registration information

Caplis asked if the 8 families are part of the neighbors putting up signs on the pool fence.

Stachowiak stated that they are not the same individuals.

Terri Miller, 1485 Garywood Dr., Burr Ridge expressed support and help to keep Woods Pool Open. Ms. Miller stated that Woods Pool offers a community feel and appreciates the Managers of the Pool.

Pacanowski stated that since the pool will be operating at 50 percent occupancy it will require different registration procedures which will be posted online in the next few days.

Ms. Miller asked if swim lessons will still be offered.

Pacanowski responded that they will be offered in a reduced number format.

Ms. Miller asked if the 50 person occupancy included both the pool and sun area.

Pacanowski responded that the 50 person occupancy is in the entire pool area. If COVID restrictions loosen up, the pool restrictions will be adapted.

Ms. Miller asked what year the pool insurance is good through.

Pacanowski responded that the insurance is every year with no time limit.

Ms. Miller stated that there was a neighborhood statement regarding the pool that there is an issue getting the pool insured.

Pacanowski responded that this is not true.

Ms. Miller asked if there will be Pedal in the Park this year.

Janusz responded that attempts will be made to hold the Pedal in the Park which is always held the 2nd Sunday in September.

Ms. Miller thanked the Board and staff for a wonderful job.

CORRESPONDENCE

Nothing further added to the written report.

REPORTS

Director of Parks & Recreation

In addition to the written report Pacanowski stated that travel baseball will start this week. Last year, protocols were not followed and Fallball was not held because of difficult protocols. This year IHSA protocols are even tighter with masks required no matter what position is being played or where the player is standing. A decision was made to not allow rentals to non-resident teams in order to reduce volume since compliance of protocols will be difficult. There have been conference calls with all teams with policy guidelines and written protocols provided that need to be followed and there will be a zero tolerance policy. The first game will be held tomorrow. If efforts are not made at all by a team, they will be told that their use of the field is over. There are 4 teams participating with about 10 families in the district that may be affected by this. COVID numbers are spiking, especially in youth sports. Hopefully it will go great and they will follow protocol. Little League is scheduled to start on the 24th. They will have to follow the same protocols.

Paulius asked what the problem was last year.

Pacanowski stated that 12-13 players clustered together, with no social distancing.

Caplis asked if there are any difficulties with field scheduling.
Pacanowski responded that there are no problems with accommodating fields.

Caplis asked if the situation can be rectified and the team can be convinced to cooperate prior to having to deny their use of the field, will you attempt to do that?
Pacanowski stated if there is some level of cooperation, yes, however, last year it was not a matter of the coaches and team getting sloppy or forgetting, it was a total disregard for the protocols. Perhaps this year it will be better.

Caplis asked how many trees are being donated by the resident across County Line Road.

Pacanowski responded there are 5 trees being donated.

Superintendent of Finance

Nothing further added to the written report.

Recreation Division

Nothing further added to the written report.

Caplis asked if Aquacize will be put in the brochure.
Campbell responded that it will be a session time slot.

UNFINISHED BUSINESS

Burr Ridge Willowbrook Little League Update

Pacanowski stated that there are some growing pains with startup of Little League, however it is a go. Everything will be done by park district staff to assist and help them. More meetings are coming up and safety and protocols will be covered in those meetings.

NEW BUSINESS

Discuss Harvest Fest 2021

Caplis asked when the final date is to say yes or no.
Pacanowski stated that it needs to be decided no later than next month.

Caplis would like to have it, however, it doesn't look like things will taper between now and then.

Quigley stated that there is a lot of work that goes into this event and they could very well pull back on the restrictions once again prior to the event.

Campbell stated that this event is something that can't be registered for.
Harvest Fest 2021 will not be held and will be revisited for 2022.

Discuss Woods Pool Admission Policy for 2021 Operating Season

Campbell looked at full membership with members getting a time slot, however it is difficult to manage. Instead, a smaller membership amount with members paying as

they go for a family of 4, and after 14 times they would get to the break-even point of the full membership price.

Members would be able to book the entire season ahead of time.

Non members would only be able to book 1 week ahead of time.

Caplis stated that nobody knows what the weather will be. People would have to pick time slots out of the blue not knowing if it will be raining.

Lawrence stated that a problem with booking ahead is they book and then they don't show, yet the slot is taken so that nobody else can go.

Campbell responded that they will have to pay for each time slot. So if they don't go they will lose their money.

Caplis stated that this is the year to sell memberships so that they join next year. If you reduce the membership price, you lose money on membership.

Campbell stated that money is made with non-members. You can therefore allow members to book and then sell the remaining spots to non-members

Lawrence stated that if you cater to the dailies or non-members in the pandemic you will lose the membership fees for members when the pandemic is over.

Pacanowski stated that if you take the regular memberships and then they aren't able to book a time slot, you will make them unhappy.

Caplis stated that there are some members joining who don't actually go to the pool on a regular basis.

Paulius stated that during a pandemic members may be understanding regarding reserving time slots.

Caplis is fearful that members will be lost in the future due to the inability to get into the pool this year.

Quigley likes the idea of booking ahead for the members. Staff needs to set aside that it is only 50 people allowed in the pool and try to sell the memberships to try to keep the pool open.

Caplis stated that people appreciate something that they have lost.

Pacanowski stated that there will be some members who feel that they have been shortchanged.

Caplis stated that the future and longevity has to be considered when setting up the membership for the pool.

Caplis asked that the pool rental be reduced by \$25 for members.

Pacanowski stated that protocol is that on the deck you wear a mask, but in the pool no mask required.

Lawrence asked if staff is cut by 50% since pool occupancy is cut by 50%.

Campbell stated that it is not reduced because the guards can only be on for 20 minutes at a time. There are 4 guards needed to do a rescue. A Manager is needed full time. Cost of maintaining water and infrastructure is the same.

Pacanowski stated that there is enough information from the Board Members to rework the pool information and an email will be sent out individually to finalize numbers.

Discuss Preliminary FY 2021/22 Budget/May Spending Plan

Pacanowski prepared a preliminary budget for the Board. There is a projected operating deficit of just under \$100,000. In a normal year the fees received are \$750,000 and it is predicted this year to be \$350,000. The budget does account for a full complement of full time staff, and Woods Pool which is close to \$50,000 of the projected deficit. There is a fund balance policy to maintain 50% of our operating expenses in fund balance. To be compliant with policy we would need \$1,167,000 of which there is currently showing \$1,820,000. There is a buffer reserve of \$100,000 which will be subtracted out. We will meet objectives for policy for funds.

Recreation Fund expenses are projecting half a million dollars under what would be the expenses in a normal year.

Janusz asked the Board to note that there is a Capital Fund correction. One expenditure in the actual changed to projections. Posting for one check for \$12,867 should be in next fiscal year which was corrected.

Approve 12th Amendment to Concession Services & License Agreement Between BRPD and Burr Ridge/Willowbrook Little League

Pacanowski stated that Little League would be responsible for cleaning and upkeep of the facility in accordance with health department requirements including permitting. Little League would be solely responsible for the operation of the food service and responsibility to contract with vendor(s) of their choice and have an agreement with them. They will be required to have a Certificate of Insurance and Health Department permit. The park district will chime in on pricing in order to ensure there is no overpricing. Chicken Basket is not interested.

Caplis asked who prepared the document as a Waiver of Worker's Compensation needs to be in there.

Pacanowski will ask the attorney regarding the Waiver.

Caplis asked why the park district is not getting a percentage of sales.

Janusz stated that if they are hired for Fallball there would be a requirement for a percentage of sales.

Caplis moved, seconded by Lawrence and approved by roll call vote to Approve 12th Amendment to Concession Services & License Agreement Between BRPD and Burr Ridge/Willowbrook Little League.

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

APPROVAL OF BILLS

Caplis asked for verification of Cal's Garage for \$3,500. Agreed to \$6,000 why is it divided up?

Pacanowski responded that it is because materials are procured at different increments, labor consumed, and a couple of invoices hitting in between Board meetings.

Caplis asked for verification of purchase of fertilizer.

Pacanowski responded that Andy's Landscaping applies the fertilizer.

Caplis asked if there is sales tax.

Pacanowski replied that there is no sales tax for the purchase of the fertilizer.

Caplis asked for verification of the Imagination bill for \$63,000.

Pacanowski responded that this is for the Willis tower deposit.

Lawrence moved, seconded by Malloy and approved by roll call vote to Approve April bills.

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

ADJOURN TO EXECUTIVE SESSION

Caplis moved, seconded by Lawrence to Adjourn to Executive Session for the Purpose of Discussing Personnel Matters Involving Specific Employees of the Park District and For The Purpose of Discussing Full Time Salaries at 7:43 pm.

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

ADJOURNMENT

Malloy moved, seconded by Caplis and unanimously approved to Adjourn the Regular Meeting of the Park District at 7:59pm.

Respectfully submitted,

Sherry Stednitz
Recording Secretary