

**Burr Ridge Park District  
Regular Meeting  
November 17, 2025**

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:30 pm by President Quigley.

Present:	Caplis, Lawrence, Malloy, Paulius, Quigley
Absent:	None
Also present:	Jim Pacanowski, Director of Parks and Recreation Jamie Janusz, Superintendent of Finance, Lavonne Campbell, Superintendent of Recreation Joe Niemiec, Chestnut Hills Subdivision Dalena Welkomer, Raymond James Public Finance Adam Holstine, Raymond James Public Finance

**APPROVE**

**Approve November 17, 2025 Agenda**

Move Item Number VIIA New Business, Discuss Potential Capital Funding Options – Raymond James to after Item Number IV, Correspondence to accommodate guest speakers.

**Approve October 13, 2025 Regular Meeting Minutes**

Caplis moved to approve the October 13, 2025 regular meeting minutes, seconded by Paulius and approved by roll call vote.

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

**OPEN FORUM**

Mr. Joe Niemiec, 109 Chestnut Hills Circle, Burr Ridge, asked for a status report on the pickle ball courts and also on the outside lighting that are shining directly into the Chestnut Hills Subdivision homes. Mr. Niemiec mentioned that Donna Ryan of the Homeowners Association mentioned that the lighting will be adjusted.

Pacanowski responded that the OSLAD project and pickleball courts are completed and have been open for use for a couple weeks. Additionally, over the next couple weeks there will be a crew working with staff to adjust the direction and angle of the outside lights at the baseball fields and the west parking lot. The new lighting is a safety improvement for the parking lot to deter any negative behavior.

**CORRESPONDENCE**

Nothing further added to Correspondence.

## **NEW BUSINESS**

### **Discuss Potential Capital Funding Options – Raymond James**

Adam Holstine gave an overview of the funding option details that were given to Board Members prior to the meeting. Adam and Dalena Welkomer answered questions regarding Capital Funding Options.

Caplis asked for verification that the interest and principal payment for 9 years are subtracted from the \$412,000.

Mr. Holstine responded that this is correct, however there is some income incurred over time. Ms. Welkomer noted that whenever tax exempt bonds are issued, proceeds need to be spent within a 3 year timeframe.

Quigley verified that the two existing bonds would continue to into 2037, and then money borrowed would be used to pay the difference. Quigley asked what the amount of money is that can be borrowed.

Mr. Holstine responded that it is \$1.3 million.

Quigley asked if that amount is amortized over 12 years.

Mr. Holstine responded that by 2034 it would amount to approximately \$500,000 as opposed to \$412,000 because that amount would keep growing.

Caplis asked if the two current debts will continue for 12 years.

Ms. Welkomer responded that the rationale for not touching the two original bonds is because that interest rate is 1.05 to 2.35% which is extremely low.

Paulius asked if the new bond would be on top of the current bonds.

Ms. Welkomer responded that it would be in addition to the two current bonds and would be used for Capital Improvement needs.

There was some discussion about the future of interest rates.

Ms. Welkomer stated that it is difficult to know what the interest rates will be in the future, however, the thought in the industry is that the rates will decrease in December 2025, or the first part of 2026.

Caplis stated that purchasing an additional bond would cost the park district approximately an additional \$72,000.

Ms. Welkomer stated that not issuing the additional bond may be detrimental which may impact the park district AA1 rating.

Pacanowski stated that he would present to the Board revised, trimmed down 3 year spending plan for potential bond proceeds at the next meeting.

Malloy asked if the fee from Raymond James is a one time charge due up front.

Ms. Welkomer stated that it could be paid up front, however, most clients allow that cost to be rolled into the bond fees.

## **REPORTS**

### **Director of Parks & Recreation**

Pacanowski asked for Board consensus to allow a check for final retainage for the OSLAD project in the amount of \$10,500 to be paid without Board signatures after the final inspection is completed. It was unanimously agreed to allow release of the check by Pacanowski.

In addition, Pacanowski provided an update regarding an HVAC leak and compression testing that was done in order to ensure there are no more leaks. In addition, the sprinkler heads will all need to be tested as they are 20 years old.

Pacanowski informed the Board that the parking lots at Stevens Park and Oak Grove Park have been resealed.

### **Superintendent of Finance**

Janusz presented a written report to the Board Members outlining internal control correspondence with the auditors and notified the Board that a statement from the auditors is forthcoming.

### **Recreation Division**

In addition to the written report, Campbell informed the Board that there are a couple “pop up” programs that were implemented. One of them is a Scene 75 field trip that Mark Pasqualini is conducting for pre-teens which sold out in 2 days with a waitlist.

## **UNFINISHED BUSINESS**

No Unfinished Business

## **NEW BUSINESS**

### **Determine the 2025 Tax Levy Extension**

Janusz informed the Board that the park district will not be requesting more than a 5% increase in taxes to be levied for 2025 and therefore there will not be a truth in taxation public meeting required. This will serve as the required legal announcement.

## **APPROVAL OF BILLS**

Caplis asked for verification of the Lovett bill for the fabric rehanging.

Pacanowski responded that this bill was paid upfront to Lovett so that he would not be waiting for payment, however, the charge will be balanced out upon final payment to contractor.

Caplis asked if Little League is contributing for the Tameling bill for \$10,000 for the fields.

Pacanowski responded that Little League is not contributing to that bill.

Malloy asked for verification of the \$3,500 charge for new computers. Janusz responded that this is for an upgrade from version 7 to 10 for the Accounting System. There are additional upgrades to be completed which will total approximately \$7,000.

Malloy asked for verification of the Kuchta bills for bathroom cleaning, and IT installs. Janusz responded that Mike Kuchta is the IT employee who installs the software and works with the software companies, however, he also performs cleaning for the park district over the summer and throughout the year as needed.

Caplis asked if the bill for \$2,900 for Playwell is for a class. Campbell responded that it is.

Malloy asked what the bill for bollards are. Pacanowski responded that these are the wood pieces that prevent cars from driving off the parking lot into the grass at the west Harvester parking lot.

Malloy asked for verification of the \$347,000 OSLAD invoice. Pacanowski responded that this project is 98-1/2% complete. The total invoice will then be sent to DNR for reimbursement of \$425,000.

Lawrence asked if the dumpster at Woods Pool will be removed for the winter. Pacanowski responded that people dump garbage at the site whether there is a dumpster there or not which creates a mess when there is not a dumpster available. In addition, there is a charge to remove and then re-install the dumpster at the start of the season so there is not much incentive or savings to remove the dumpster.

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

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

**ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING:**

5 ILCS 120/2(c) 21 Discussion of Minutes of Meetings Lawfully Closed, Whether for Purposes of Approval by the Body of the Minutes or Semi-Annual Review of the Minutes as Mandated by Section 2.06

Caplis moved to Adjourn to Executive Session for the Purpose of Discussing 5 ILCS 120/2(c) 21, Discussion of Minutes of Meetings Lawfully Closed, Whether for Purposes of Approval by the Body of the Minutes or Semi-Annual Review of the Minutes as Mandated by Section 2.06. Seconded by Lawrence and unanimously approved at 7:34 pm.

Caplis moved to reconvene the Regular Board Meeting, seconded by Paulius and unanimously approved at 7:37 pm.

Caplis moved to release the following Executive Session Minutes seconded by Paulius and approved by roll call vote:

December 12, 2022

May 15, 2024

June 17, 2024

July 17, 2024

November 11, 2024

December 9, 2024

January 13, 2025

February 10, 2025

April 14, 2025

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

## **ADJOURNMENT**

Caplis moved, seconded by Lawrence and unanimously approved to adjourn the Regular Meeting at 7:46 pm.

Respectfully submitted,  
Sherry Stednitz  
Recording Secretary

h/jamie/board/minutes/brpd minutes November 17 2025