

**Burr Ridge Park District
Regular Meeting
December 11, 2023**

REGULAR MEETING

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: Lawrence, Malloy, Quigley
Absent: Caplis, Paulius
Also present: Jim Pacanowski, Director
Jamie Janusz, Superintendent of Finance
Lavonne Campbell, Superintendent of Recreation

Also Present: Members of the Village of Willowbrook and Willowbrook Parks and Recreation
Mayor Frank Trilla, Village of Willowbrook
Dustin Kleefisch, Director of Parks and Recreation
Teresa Mrozik, Superintendent of Senior Services

Approve December 11, 2023 Agenda

Agenda Item VIA, Discuss Burr Ridge Park District/Village of Willowbrook Cooperative Program Agreement, was moved to after Agenda Item III, Open Forum -Public Comment.

Approve November 13, 2023 Regular Meeting Minutes

This Agenda Item was tabled until the next regular meeting.

Approve November 13, 2023 Executive Session Meeting Minutes

This Agenda Item was tabled until the next regular meeting.

OPEN FORUM – PUBLIC COMMENT

No Open Forum

UNFINISHED BUSINESS

Discuss Burr Ridge Park District/Village of Willowbrook Cooperative Program

Pacanowski informed the Board that the current written coop agreement between Burr Ridge and Willowbrook is not applicable due to specific language in the contract which became obsolete with their staffing changes. Pacanowski thanked members of the Willowbrook Parks and Recreation and the Mayor of Willowbrook for attending and turned the meeting over to Mayor Trilla.

Mayor Trilla introduced Dustin Kleefisch and Teresa Mrozik and thanked the Board for allowing the opportunity to address the Board.

Mayor Trilla explained that the senior coop program at Willowbrook has dovetailed Burr Ridge in the past and there has been a great working relationship between Pacanowski and himself during that time. Willowbrook made a huge commitment in building and investing in parks and facilities and are creating an environment for seniors to complement Burr Ridge. Burr Ridge has complemented Willowbrook in the past and that is what Willowbrook would like to do for Burr Ridge now.

Quigley asked what Willowbrook would need from the Burr Ridge Park District.

Mayor Trilla responded that conceptually there would be no changes, however an opportunity to continue to work together to grow talent and invest in resources.

Pacanowski added that as far as any change needed, there is a working agreement with Karried Away With Carrie, and if there is a consensus to construct a new agreement between the two agencies, Willowbrook and Burr Ridge, the current agreement between KAWC would need to be terminated. Eventually marketing services would stop, and rebates would not be extended to residents with KAWC. Links on the website would terminate April 7th, and the KAWC Adventure Guide would not be available at the BRPD after April. A single page flyer would be allowed after the current Adventure Guide expires that markets only the programs that are rebatable for the residents up until April 7th. These changes will therefore avoid competition with the coop agreement we will be honoring with Willowbrook.

As far as advertising for Burr Ridge and Willowbrook, the latest Scoop from Willowbrook is the working model which has advertising for both Willowbrook and Burr Ridge park districts.

Quigley asked if KAWC would then fade away.

Pacanowski responded that there will not be an official relationship with BRPD.

Quigley asked if there are any changes to the Gateway SRA.

Mayor Trilla responded that there is a family that has been grandfathered into the Gateway SRA, and they have also added SEASPAR to their agency. Each family with special needs was asked to come and speak to directly to park district administration regarding their specific needs and it was determined that SEASPAR met their needs more adequately than Gateway.

Pacanowski asked if Willowbrook will be picking up the resident/non-resident fee difference for the Gateway program.

Mr. Kleefisch responded that it will be met by Willowbrook during a 2 year term, which coincides with Mayor Trilla's current term in office. This may be extended based on the next election.

Pacanowski asked what would happen if a child requiring a one on one aid signed up for a program next year? For instance there are Willowbrook residents in day camp and Before and After Care that require one on one aids. SEASPAR will not send an aid to the program at our facility. Will Willowbrook share the cost for the aid since the child is a resident of Willowbrook?

Mayor Trilla responded that it is not the intention of Willowbrook to burden the Burr Ridge Park District with the cost and will share in the financial burden of that care.

Mr. Kleefisch added that in the past he, Campbell and Pacanowski have had a lot of communication regarding one on one requirements. Campbell has sent email notification of one on one aids, invoices were sent at the end of the year and Willowbrook sends a check for payment.

Pacanowski added that there are a lot of diverse needs in the community and it is great to have a neighbor who takes that role as seriously as Burr Ridge Park District. It will be beneficial to put something in writing regarding the agreement for sharing costs for special need aids and Pacanowski will work with Willowbrook to get this accomplished..

Quigley asked if there was anything else needed from the Board.

Mayor Trilla responded that Pacanowski has been great and the program will continue to move forward.

All Willowbrook administration thanked the Board for our time.

There was some discussion among Board Members regarding any potential financial loss with the removal of marketing KAWC at the BRPD facility.

Pacanowski stated that any loss would be negligible.

Lawrence asked if this marketing change would impact Willowbrook or KAWC significantly. Campbell responded that KAWC focuses mostly on edgier trips with adults that are travel savvy and Willowbrook is focusing on other areas of senior programming so this change should not affect either drastically.

CORRESPONDENCE

Nothing further added to the written report.

REPORTS

Director of Parks & Recreation

In addition to the written report, Pacanowski added that there will need to be a public hearing in March, April or May regarding potential plans for pickle ball courts vis a vis the OSLAD application.

Superintendent of Finance

Nothing further added to the written report.

Recreation Division

In addition to the written report Campbell added that the office is gearing up for the Storytime train which has approximately 400 people attending. Breakfast with Santa went well. This event is a Kiwanis event; however, it is perceived as a Burr Ridge Park District event since there are so many park district personnel working the event.,

Lawrence asked for a brief overall summary of the Halloween event.

Pacanowski stated that there may need to be 2 shorter 45 minute sessions, and that it may need to start earlier, perhaps 3:30, so that the latest it goes to would be 7:30 pm.

Additionally, since there is not as much to offer adults as in the past, a reduction in entrance fees for adults is being considered.

UNFINISHED BUSINESS

Gateway SRA Contractual for Services Update

Nothing further added to the written report.

NEW BUSINESS

Approve 2024 Mowing and Seasonal Landscaping Services Contract with Lowest Responsible Bidder Semmer Landscape, LLC

Pacanowski presented the Board with a summary report of bidders for the 2024 Mowing and Seasonal Landscaping Services Contract and asked if there were any questions regarding the formula used for determining the hourly wage.

Lawrence moved to Approve 2024 Mowing and Seasonal Landscaping Services Contract with Lowest Responsible Bidder to Semmer Landscape, LLC, seconded by Malloy and approved by roll call vote.

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

Vehicle Purchase Update

Pacanowski summarized the written report regarding the need for a vehicle replacement for the 2004 Ford Ranger.

2024/25 Capital Improvement Budget Preview

Pacanowski provided the Board with a Preliminary Budget preview for the 2024/2025 Capital Improvement Fund.

Approve Levy Ordinance #23-2

Lawrence stated that although it is necessary to approve the levy ordinance at this time, he prefers to look at all the options and fund balances at budget time in order to see if it would be possible to not approve a levy ordinance and avoid an increase in taxes for the park district the following year.

Malloy asked how much of an increase the tax bill would be for the average homeowner this year.

Janusz responded the average homeowner would see an increase of \$25 per year.

Malloy moved to Approve the Levy Ordinance #23-2, seconded by Lawrence, and approved by roll call vote.

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

APPROVAL OF BILLS

Malloy asked for verification of the fuel bill for \$517.

Pacanowski responded that this is the adjusted fuel surcharge which is a one time fee.

Quigley asked for verification of the chess bill.

Campbell responded that this is for the chess class at Gower which currently has 50 children in attendance.

Lawrence asked for verification of the Kuchta bill for \$945.00

Janusz stated that this is for IT services, for monitoring the system, installation of software, backup systems, etc.

Lawrence asked if any park districts coop IT people.

Janusz stated that they usually have a person on staff at approximately \$145 per hour.

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

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

ADJOURNMENT

Malloy moved, seconded by Lawrence and unanimously approved to adjourn the Regular Meeting at 7:35 pm.

Respectfully submitted,

Sherry Stednitz

Recording Secretary

<h/jamie/board/minutes/brpd minutes December 11 2023>