

**Burr Ridge Park District
Regular Meeting
October 10, 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: Caplis, Lawrence via telephone, Paulius, Quigley
Absent: Malloy
Also present: Jim Pacanowski, Director
Jamie Janusz, Superintendent of Finance
Lavonne Campbell, Superintendent of Recreation

Approve October 10, 2023 Agenda

No changes were made to the Agenda.

Approve September 11, 2023 Regular Meeting Minutes

Caplis moved, seconded by Paulius and approved by roll call vote to Approve the September 11, 2023 Regular Meeting Minutes.

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

Approve September 11, 2023 Executive Session Meeting Minutes

Caplis moved, seconded by Paulius and approved by roll call vote to Approve the September 11, 2023 Executive Session Meeting Minutes.

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

OPEN FORUM – PUBLIC COMMENT

No Open Forum

CORRESPONDENCE

Nothing further added to the written report.

REPORTS

Director of Parks & Recreation

Nothing further added to the written report.

Superintendent of Finance

Nothing further added to the written report.

Recreation Division

Nothing further added to the written report.

UNFINISHED BUSINESS

Discuss Active Adults Senior Cooperative Program

Pacanowski informed the Board that due to a family medical emergency, Willowbrook Mayor Trilla will not be attending the meeting. Information summarizing Willowbrook's position on requests moving forward with the cooperative senior program between Burr Ridge Park District and Willowbrook was distributed. Mayor Trilla will be at the next Board meeting to discuss events that have transpired over the last 18 months and answer any questions the Board may have.

Caplis asked who came up with the name "Scoop" for the senior programming newsletter. Campbell responded that an intern working for the Burr Ridge Park District came up with that name.

Caplis asked for verification that the amount that Willowbrook previously gave the Burr Ridge Park District to coop for the senior program was \$15,000 per year. Pacanowski replied that this is accurate.

Caplis asked for verification that the relationship Karried Away with Carrie has with the Burr Ridge Park District currently is that residents receive a rebate when participating in a program – not including an extended trip, Karried Away with Carrie receives 10%, Burr Ridge Park District receives 5%? Pacanowski replied that is accurate.

Caplis asked how the Karried Away with Carrie newsletter is advertised with the Burr Ridge Park District. Pacanowski responded that it is available at the front desk and on our website. Caplis asked for verification that it is not mailed out by the Burr Ridge Park District. Pacanowski responded that it is not mailed out by the Burr Ridge Park District.

Quigley asked for verification that there are 3 places seniors sign up for programs, the Burr Ridge Park District, Willowbrook, and Karried Away with Carrie. Pacanowski responded that is accurate.

Caplis stated that having 3 senior program booklets is silly. There is overlap with the senior programming. The Willowbrook Scoop has many things; programs, day trips, and apparently they have recently added 5 extended trips. Karried Away with Carrie has 3 local programs

and extended trips, and the Burr Ridge Grapevine has 4 trips with some other activities such as Yoga, Line Dancing, etc. It seems as though the request from Willowbrook is to remove the Grapevine completely and for the Burr Ridge Park District to not sponsor Karried Away with Carrie. This would then give control of all senior activities over to Willowbrook.

Pacanowski added that an important item to keep in mind is that Carrie was seeking employment opportunities that would offer full time with benefits that the Burr Ridge Park District could not offer. The Burr Ridge Park District then needed to make choices in order to adapt to the loss of a Senior Event Coordinator when she left the employment of the Burr Ridge Park District.

Caplis stated that the senior program was run well and made a profit prior to turning the program over to Willowbrook.

Pacanowski stated that the program did not make a profit when taking into account the cost to cover the Senior Coordinator Salary.

Caplis stated that the amount of money received for senior programs is not significant and the goal should be to provide a service for the seniors whether it is being provided by Burr Ridge or Willowbrook. Caplis stated that the Burr Ridge Park District is caught in the middle and as a result the partnership with Willowbrook is not the same. Caplis asked if notice was given by Willowbrook to Burr Ridge prior to adding extended trips.

Campbell responded notice was not given, however notice was not given to Willowbrook when programs and activities were added at the time that Burr Ridge was in control of all the senior programming activities.

Pacanowski added that there is currently not an agreement with Willowbrook since parameters have changed when Carrie left the employment of Willowbrook. The agreement between the two agencies needs to be re-done.

Quigley stated that this item will be on the November 13, 2023 Agenda.

NEW BUSINESS

Approve Public Bid for Mowing and Seasonal Landscaping Services Contract April 1, 2024 - April 30, 2026

Pacanowski stated that he met with two contractors who service Willowbrook and Burr Ridge. In addition, letters were sent out to contractors in the area and it will be posted for everyone to bid on October 20, 2023.

Caplis moved to Approve Public Bid for Mowing and Seasonal Landscaping Services Contract April 1, 2024 -April 30, 2026, seconded by Paulius, and approved by roll call vote.

Ayes: Caplis, Paulius, Quigley

Nays: None

Abstain: None

Discuss Woods Pool Operations for FY 2024/25

In addition to the written report, Pacanowski provided a summary of the research conducted regarding the high water bill at Woods Pool. Photos were provided illustrating the remedial repairs already made. Pacanowski recommended that in order to obtain more accurate identification of the leak and estimates for repair, that the pool be open next season and the leak identified by a contractor after being filled.

Quigley asked for verification that the current options are to:

1. Not open again.
2. Plan on running another year, identify the leak and assess whether to repair the leak after closing for the season next year.

Pacanowski responded that this is correct, but to keep in mind that there will be accelerated water bills for the pool next season due to the leak not being repaired yet.

Caplis added that the Village raised the water bills.

Pacanowski responded that the Village increase in rates was taken into account during the research of the leak. In addition, Janusz is pursuing seeking information from the Village regarding rates for consumer vs. business and schools vs. the park district rate, etc., in the hope of getting a reduction in the water rate.

Quigley asked when the decision regarding opening the pool next season would need to be made by.

Pacanowski responded that the decision would need to be made by February

It was agreed to table this item until the next board meeting on November 13, 2023.

APPROVAL OF BILLS

Caplis asked for verification of the Homer Glen Menards bill.

Pacanowski stated that there is still a supply chain issue and at times in the middle of a job supplies need to be purchased from 2 different Menards.

Caplis asked for verification of the Attorney Fees.

Pacanowski responded that this is for the real estate issue regarding CNH.

Caplis asked why there is a bill for 9-20 and again for 10-6.

Janusz responded that the bill for 9-20 came in after the September Board meeting, however, it was over \$1,000 and needed Board approval. Therefore, both bills were submitted at the October meeting.

Caplis asked for verification of a Ron Nowak invoice.

Pacanowski responded that he is a handyman used for the park district and this particular invoice is for work done on the photo booth for Halloween.

Caplis asked for verification of the printing invoice for the brochure for \$8500.00 and stated that perhaps a digital version may be something to think about for the near future with no hard copies provided.

Paulius added that printed brochures are still very much sought after for the majority of parents with young children.

Campbell added that the brochure was printed 3 times a year and has been reduced to 2 times a year for the past several years. Additionally, sponsors advertising in the brochure contribute \$1500 towards the cost of the brochure printing.

Caplis asked if it would be a good idea to sell more advertising to cover the cost of the brochure.

Pacanowski stated that the brochure advertising is only on the back page and the goal is to avoid significant advertising in a park district program brochure.

Caplis asked for verification of the State Police bill.

Janusz responded that all new employees must undergo a record check, including lifeguards, BASC employees, day camp.

Caplis asked for verification of the cash drawer, daily drawer.

Janusz responded that each season the pool needs a \$25 concession start up drawer and \$100 cash start up drawer. This is returned at the end of the season.

Caplis asked for verification of the Johnny Cash seniors' food.

Campbell responded that this was for a program regarding Johnny Cash and were served strawberry shortcakes.

Caplis asked for verification of the cell phone for Woods Pool.

Janusz responded that there is a cell phone at Woods Pool which replaced the land line.

Paulius moved, seconded by Caplis and approved by roll call vote to Approve the October bills.

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

ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING:

Pending, Probable or Imminent Litigation, 5 IL CS 120/2 (c)(11)

Employment of Specific Personnel, 5 IL CS 120/2 (c)(1)

Caplis moved, seconded by Paulius and approved by roll call vote to Adjourn to Executive Session For The Purpose of Discussing Pending, Probable or Imminent Litigation, 5 IL CS 120/2 (c)(11) and Employment of Specific Personnel, 5 IL CS 120/2 (c)(1) at 7:02 pm.

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

ADJOURNMENT

Caplis moved, seconded by Paulius and unanimously approved to adjourn the Regular Meeting at 7:15 pm.

Respectfully submitted,
Sherry Stednitz
Recording Secretary

h/jamie/board/minutes/brpd minutes October 10 2023