

**Burr Ridge Park District
Regular Meeting
July 27, 2020**

PUBLIC HEARING

The public hearing of the Burr Ridge Park District FY 2020-21 Budget and appropriations Ordinance was called to order at the Burr Ridge Community Center at 6:30 pm by President Quigley.

Present: Caplis, Fara, Malloy, Quigley
Via Zoom Lawrence
Also present: Jim Pacanowski, Director
Jamie Janusz, Superintendent of Finance
Lavonne Campbell, Superintendent of Recreation

The FY 2020-21 Budget and Appropriations Ordinance was adopted in tentative form on June 22, 2020 and has been available for public inspection for 30 days as required by law. This public hearing affords the public an opportunity to comment on the contents of this document.

Malloy moved, seconded by Fara and approved by roll call vote to adjourn the public hearing at 6:32 pm.

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

REGULAR MEETING

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:32 pm by President Quigley.

Present: Caplis, Fara, Malloy, Quigley
Via Zoom Lawrence
Also present: Jim Pacanowski, Director
Jamie Janusz, Superintendent of Finance
Lavonne Campbell, Superintendent of Recreation

Approve July 27, 2020 Agenda

No changes were made to the Agenda

Approve June 22, 2020 Regular Meeting Minutes

Malloy moved, seconded by Caplis and approved by roll call vote to Approve the June 22, 2020 Regular Meeting Minutes.

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

Approve June 22, 2020 Executive Session Minutes

Malloy moved, seconded by Caplis and approved by roll call vote to Approve the June 22, 2020 Executive Session Meeting Minutes.

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

OPEN FORUM

No Open Forum

CORRESPONDENCE

In addition to the written correspondence a copy of an email from the Mayor of Burr Ridge regarding a request for Pickle ball courts at Harvester Park.

REPORTS

Director of Parks & Recreation

In addition to the written report, Pacanowski has made some field notes and observations regarding the park.

Pacanowski requested that the August Regular Meeting be held August 17, 2020.

Lawrence stated that at Woods Pool the northeast tennis court on the northeast side there was a patched repair that retains water and is not safe.

Pacanowski will take a look at the court and report back.

Lawrence stated that the 2 different stripes for tennis and pickle ball is frustrating when playing tennis or pickle ball. Therefore it may be a good idea to look into putting a court dedicated to pickle ball in order to avoid the frustration of multiple lines.

Lawrence asked what the policy is if someone gives lessons on the tennis courts. Pacanowski stated that this is not allowed without Board authorization and the offenders will be tracked down if possible.

Fara added that Com Ed has cleared trees under the power lines at Palisades Park. There have been stumps left there which are now sprouting back up. Perhaps Com Ed can come out and remove the stumps and grade and seed the area.

Pacanowski will discuss this with Com Ed.

Superintendent of Finance

Nothing further added to the written report.

Caplis asked for verification of reimbursement for the CARE program. Pacanowski responded that DuPage County has determined that the most reimbursement the Burr Ridge Park District will receive is \$7,700. This is based on per capita. Eventually Cook County will inform the park district what will be done.

Recreation Division

Nothing further added to the written report.

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

Discuss Policy for Employee and Patron Notification Regarding COVID-19

Pacanowski speculated that eventually someone entering the building as a registrant or employee will test positive for COVID. PDRMA provided template letters in which to notify the public of suspicion of or confirmation of a COVID test. PDRMA protocol will be followed unless there are any objections by the Board.

Discuss Suspension of Burr Ridge Community Center Rentals for the Remainder of 2020

Pacanowski stated that there are no rental requests currently on the books. No rentals over 50 will be accommodated until reaching Phase 5. Pacanowski recommends no rentals through the end of fall.

Board Members unanimously agreed to suspend rentals through the fall of 2020.

Adopt Ordinance 20-01 2020-21 Budget and Appropriations

Pacanowski provided a summary of changes which were made to the budget in tentative form. In addition, the budget is based on full time staff moving back to exempt status on August 15, 2020 for the remainder of the fiscal year which may be unlikely given the COVID status.

Fara asked if reimbursement for unemployment is anticipated.

Janusz replied that the entire amount of unemployment is anticipated to be reimbursed.

Pacanowski stated that additional data provided to the park district that unemployment fees would be picked up by the state and the federal government. A budget of \$15,000 will be placed in the budget to cover any fees that may be unanticipated.

Janusz added that PDRMA provided the information that the CARES act will allow the incurred unemployment charges be paid for by the state and federal government.

Malloy moved to Adopt the FY2020-21 Budget & Appropriations, seconded by Fara and approved by roll call vote.

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

Resignation of Commissioner Tim Fara

Fara stated that he will be resigning due to relocation and will be attending meetings until October 31, 2020. He thanked Jim Pacanowski and the staff and all the Commissioners.

Quigley thanked Tim Fara for his 25 years of service on the Board, and especially for his efforts in creating Little League at Harvester Park.

In honor of Tim's service, especially to all the time and efforts to Little League, Quigley notified Tim Fara that the Board would like to change the Palisades Park name to Tim Fara Park.

Pacanowski asked if Fara would like it to be named, Tim Park, Fara Park, or Tim Fara Park.

Fara will let him know.

Tim Fara expressed great appreciation for this honor.

APPROVAL OF BILLS

Caplis asked where lobby furniture was moved to the Village of Willowbrook.

Pacanowski stated that lobby furniture was moved out to prevent loitering in the lobby in order to maintain social distancing to the Village of Willowbrook old administration building which will also prevent storage fees.

Caplis asked for verification of \$175 for Mr. Henderson - entertainer online.

Campbell responded that he played the guitar and sang online for a virtual Facebook Live program for the seniors.

Caplis asked for verification of \$950 clay bricks for athletic fields

Pacanowski responded that where the pitcher puts his foot was putting large holes in the field which is difficult to maintain. The clay bricks will help to prevent that and make the maintenance of the area easier.

Lawrence asked if cell phones are being reimbursed for people who are on furlough.

Campbell responded that Carrie has a cell phone on the plan. She takes registration for the seniors and she is working 15 hours per week on furlough. We don't have anyone in the office, so senior calls will go to Carrie on her cell phone.

Pacanowski added that Pasqualini works 15 hours per week and calls are itemized for work calls.

Malloy moved, seconded by Fara and approved by roll call vote to Approve July bills.

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

ADJOURNMENT TO EXECUTIVE SESSION

Adjourn to Executive Session Pursuant to 5 ILCS 120/2 (c) 1 for Discussion of Personnel Matters Involving Specific Employees of the Park District

Malloy moved, seconded by Caplis and approved by roll call vote to Adjourn to Executive Session Pursuant to 5 ILCS 120/2 (c) 1 for Discussion of Personnel Matters Involving Specific Employees of the Park District at 7:19 pm

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

Caplis moved, seconded by Malloy and approved by roll call vote to return to the Regular Meeting at 7:27pm

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

ADJOURNMENT

Malloy moved, seconded by Lawrence and unanimously approved to adjourn the Regular Meeting at 7:45 pm

Respectfully submitted,

Sherry Stednitz Recording
Secretary