

**Burr Ridge Park District  
Regular Meeting  
July 19, 2021**

**FY 2021-22 BUDGET & APPROPRIATIONS ORDINANCE  
PUBLIC MEETING**

The FY 2021-22 Budget & Appropriations public 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  
Also present: Jim Pacanowski, Director  
Jamie Janusz, Superintendent of Finance  
Lavonne Campbell, Superintendent of Recreation

**OPEN FORUM**

No open forum

Malloy moved, seconded by Lawrence and approved by roll call vote to Adjourn the FY 2021-22 Budget & Appropriations Ordinance Public Meeting.

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

**Approve July 19, 2021 Agenda**

No changes were made to the Agenda.

**Approve June 14, 2021 Regular Meeting Minutes**

Caplis moved, seconded by Malloy and approved by roll call vote to Approve the June 14, 2021 Regular Meeting Minutes.

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

## **OPEN FORUM**

No Open Forum

## **CORRESPONDENCE**

Pacanowski commented on an article on tennis popularity.

## **REPORTS**

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

Pacanowski notified the Board that there is equipment and items being stored in the Wick building for the Route 66 project. In addition, the Tower will be delivered in time to complete construction in the fall, with the rubber being installed in the spring.

Pacanowski also presented additional visuals for signage that is being produced for Route 66. The completed signs will be in high definition.

### **Superintendent of Finance**

No further report.

### **Recreation Division**

Campbell notified the Board that senior programming is full. Woods Pool has more members, but not as many daily entrance fees as previous years. Pacanowski added that it is anticipated that there will be approximately \$5,000 in daily fees for the year. This would be about \$10,000 more from a 2019 performance which was about \$17,000 - \$18,000 in the hole. This will approximately be under \$30,000 for the entire operation of the pool. This is not horrible based on previous conversations for anticipated revenue.

Campbell notified the Board that the 6-8 pm time slot rental of the pool has been immensely popular with every single rental slot currently sold. Pacanowski added that rentals are being well received. Campbell added that pool rentals were converted to online registration. In the past it was all done by paperwork which was a slow process with an occasional mistake. This online registration of rentals and swim lessons has streamlined the lesson and rental process and has proven to be convenient and easy for both the customer and the park district employees.

Lawrence asked if the occupancy percentage has been increased at the pool and parks. Campbell responded that the pool has been increased up to 85 percent and on certain days can go to 90 percent.

Lawrence stated that there are still signs stating that there should be no more than 50 people in attendance. Pacanowski will remove signs that are no longer applicable.

Pacanowski will address inside capacity percentages shortly.

Caplis asked if the senior attendees are still mostly out of district people.

Pacanowski is putting together data as to what percentage of attendance is in district and out of district.

Certain programming is a higher percentage than others, such as gambling which has a lot of out of district.

Campbell added that there is about 10-15% of in district residents for gambling. In addition, if you consider Willowbrook as in district, then some programs would increase to 40% in district.

Pacanowski stated that sports programming has a higher resident participation rate. Most programs are about a 50/50 resident participation.

## **UNFINISHED BUSINESS**

No Unfinished Business

## **NEW BUSINESS**

### **Discuss Burr Ridge Community Center Rentals**

Pacanowski stated that residents of the park district will and should always have the opportunity to rent the facility. It is a burden, however, to provide the facility for non-residents who are not tax payers and whose rental of the facility are over-taxing the facility and are not producing a profit. This is also taking resources that can be applied in a better way elsewhere. Pacanowski's recommendation is to come back with rentals offered to residents only.

Pacanowski added that the Resident would be the main contact pre-rental, at the rental, and post rental. No non-resident can use a resident in name only. The resident must be invested in that activity which will also improve the appreciation level of the people in the building and the care in which they use the facility.

Quigley asked if staff will ensure they are residents.

Pacanowski responded that staff currently does and absolutely will continue to do so.

Pacanowski added that a resident rental would not be able to sign a rental agreement and then not be at the party.

Malloy asked if staff would check that they are in attendance.

Pacanowski responded that the Rental Supervisor will communicate with them throughout the rental and make them sign the check out form.

Pacanowski stated that the question is when will rental opportunities be put back into place.

Currently, everybody in the building wears masks and there is virtually no adult programming in the building. Pacanowski will be watching what happens in the next few weeks as there is not a date as to when children will be vaccinated.

Summer programs are winding down. When fall programming starts, it is likely adult programs will be mixed in unless the Delta variant plays a part in preventing this. Mask protocols need to be enforced, such as masks in public areas. In the program rooms, there is trust in the new HVAC improvements and participants who are vaccinated may

be able to de-mask in the programming area. It is recommended that non-vaccinated adults continue to wear a mask in the public areas.

Campbell added that there is an attempt to have only 1 activity per day per room due to only a part time cleaning staff on site.

As far as rentals, Pacanowski stated that there should be another level of protocol because there could be a mix of children and adults. Pacanowski's recommendation would be that when there is no mask recommendation for children, rentals would resume. No official action is needed, as this is the course that will be followed.

### Adopt Ordinance 21-01 FY 2021-22 Budget & Appropriations

Janusz notified the Board that there is one small change to the budget since it was approved in tentative form. The Unemployment Consultants at PDRMA have notified the park district that the State of Illinois did not approve paying 50% of the unemployment claims, however, the Federal Government did. Therefore, we must pay the State's 50%. Most of the employees have returned to work, however, there are a few part time employees who will remain on employment until their jobs become available. Unemployment compensation ends September 4. We have budgeted \$15,000 to cover these costs for the first 3 quarters of 2021.

Malloy made a motion to Adopt Ordinance 21-01 FY 2021-22 Budget & Appropriations, seconded by Caplis and approved by roll call vote.

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

### APPROVAL OF BILLS

Lawrence asked how many ballasts do you get in the storage room and can we switch to LED?

Pacanowski stated that you have to change over the entire system. A proposal can be asked for to change over to LED everywhere. Lawrence stated not necessary.

Caplis asked for verification if there is a McCullough pond aerator.

Pacanowski stated that there is not an aerator anymore as the aerator did not do much. A good rain will wash the scum away.

Caplis stated that the pond looks bad.

Pacanowski will ask Marine Biochemists to apply a chemical to McCullough when they apply it to Kraml.

Quigley asked for verification of a Defibrillator for Woods Pool.

Pacanowski stated that it is needed for Woods Pool. It stays in the office in storage after the pool is closed.

Lawrence asked what the useful life is.

Campbell responded that it is 5 years.

Lawrence moved, seconded by Caplis and approved by roll call vote to Approve July bills.

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

## **ADJOURNMENT**

Caplis moved, seconded by Lawrence, and unanimously approved to Adjourn the Regular Meeting of the Park District at 7:17 pm.

Respectfully submitted,

Sherry Stednitz  
Recording Secretary