

**Burr Ridge Park District  
Regular Meeting  
July 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, Malloy, Paulius, Quigley
Absent:	None
Also present:	Jim Pacanowski, Director Jamie Janusz, Superintendent of Finance Lavonne Campbell, Superintendent of Recreation

**Approve July 10, 2023 Agenda**

No changes were made to the Agenda.

**Approve June 12, 2023 Regular Meeting Minutes**

Malloy moved, seconded by Lawrence and approved by roll call vote to Approve the June 12, 2023 Regular Meeting Minutes.

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

**OPEN FORUM**

No Open Forum

**CORRESPONDENCE**

Nothing further was added to the written report.

**REPORTS**

**Director of Parks & Recreation**

In addition to the written report, Pacanowski reported that there was a Gateway SRA board meeting this week and discussion will be on the Agenda at the next regular Board Meeting. There is some discussion of Oak Brook bidding on taking over RFP services. In this park district services are the through the Ray Graham Association. There are approximately 6-9 residents that participate in the SRA cooperative program. If there is a participant in the Burr

Ridge Park District program from another town that is in need of a one on one aid, that expense is reimbursed from the town the participant resides in if they are in the SRA.

Caplis asked what service Hinsdale uses.

Pacanowski responded that Hinsdale is part of the Gateway SRA.

Pacanowski also informed the Board that the Fieldstone HOA has responded to the park district regarding participation in the herbicide application at McCullough Pond and the HOA will be participating in paying a portion of the herbicide application.

Lawrence thanked Pacanowski for his efforts in this endeavor.

Caplis asked if the park district will be seeking compensation from Com Ed for water damage that occurred from the electrical outage that resulted in receiving a \$17,000 check from the insurance company for damages from the electrical outage.

Pacanowski responded that compensation from Com Ed will not be sought as the electrical outage exposed the leak, but did not cause the leak. Therefore, the damage was not caused by the Com Ed electrical outage.

### Superintendent of Finance

Nothing further added to the written report.

Pacanowski added that he would like the Board to consider extending the fuel surcharge to Andy's Landscaping. Pacanowski recommended extending an adjustment of a \$1.50 surcharge until the price of gasoline gets to \$3.50 per gallon.

Lawrence asked if that surcharge was in effect two months ago.

Pacanowski stated that the surcharge ended in April and is now recommending it be retroactive to April and extended until operations cease in October/November.

Malloy asked if the base price of the gas would be \$3.50.

Pacanowski stated that it would be.

It was unanimously agreed to extend the surcharge for Andy's Landscaping until operations cease in October/November.

### Recreation Division

Nothing further added to the written report.

Lawrence stated that he is concerned about pool membership numbers.

Campbell responded that a pool membership price reduction for mid-season was just put in place of \$100 per family. This will hopefully increase membership numbers and income for the season.

Caplis stated that membership numbers are alarming and does not bode well for the future of the pool.

Campbell responded pool rentals and day camp numbers are high this season.

Lawrence asked how dailies are doing this season.

Campbell responded that dailies are doing well, however, figures have not been totaled yet.

Caplis stated that there are a lot of young families that have moved into the Woods Pool area.

Campbell responded that they have moved in, but not joined the pool.

Pacanowski added that a full-time employee was hired at Willowbrook Parks and Recreation for senior programs and special events.

Campbell added that the seniors are thrilled that the Burr Ridge Park District is filling in the gaps for senior programming needs.

## **UNFINISHED BUSINESS**

No Unfinished Business

## **NEW BUSINESS**

### **Approve Going to Public Bid for Harvester Park Tennis Court Resurfacing**

Pacanowski informed the Board that there were a couple redundancies and 2 bids came in that were not accepted. A couple changes were made with a better description of the alternate project that is proposed. In addition, Pacanowski asked for authorization to sign the contract for the lowest responsible bidder which will then be communicated to the Board.

Caplis moved to Approve Going to Public Bid for Harvester Park Tennis Court Resurfacing, seconded by Malloy and approved by roll call vote.

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

Caplis moved to Authorize Pacanowski to Sign the Contract for the Lowest Responsible Bidder for the Harvester Park Tennis Court Resurfacing, followed by an Email from Pacanowski to the Board Detailing Bid Results. Seconded by Malloy and approved by roll call vote.

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

### **Discuss 2023/24 Before and After Care Program Fees**

Campbell informed the Board that research was done comparing before and after care prices in the region. Before care average price in the region was \$6.65 per hour and \$5.88 for after care per hour. The Burr Ridge Park District is a little below average; however, snacks were

removed this year in order to reduce costs. In addition, when Gower was looking to provide after care services, instead of hiring KinderCare a decision was made by Gower to use the Burr Ridge Park District with the agreement that a facility charge would not be incurred. In return, the Burr Ridge Park District agreed to charge a lower fee to parents for before and after care.

Additionally, the Burr Ridge Park District realizes revenue in excess of direct expenses of \$20,000 per school year for the enrichment program at Gower for an annual total of approximately \$48,500 for the two programs combined.

Campbell is proposing an 8% increase in Before and After Care rates for the 2023/24 school year for a rate of \$6.50 per hour, and continuing the practice of not providing snacks.

### Approve Agreement with M&M Concessions

Pacanowski stated that this is the standard agreement for the Fallball and Football season.

Caplis asked for information on the insurance that M&M carries as no amount is given. Janusz responded that they provide the correct amount of insurance which is \$1,000,000. In addition, if they hire a worker workers compensation is provided. In addition, a \$500 cash deposit is retained.

Caplis stated that last year the Insurance Service Organization changed the language and requirements.

Pacanowski responded that a detailed insurance amount requirement will be attached.

Caplis moved to Approve M&M Concession Agreement, seconded by Malloy and approved by roll call vote.

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

### APPROVAL OF BILLS

Malloy asked for verification of the ADT and outlook errors for Kuchta for \$945.00.

Janusz responded that this is for the Alarm Detection System and email issues that Mike Kuchta, our IT provider handled.

Caplis asked for verification of the \$1400 bill for tree removal.

Pacanowski responded that this is for 6 trees in Lake Ridge Club, stumping, and a couple trees behind the north soccer goal.

Caplis asked if there is a deductible for the sprinkler insurance.

Pacanowski responded that the deductible is \$1,000.

Caplis asked for verification of the Dingo Equipment rental.

Pacanowski stated that this was a rental.

Caplis asked why the equipment was rented by the Burr Ridge Park District and not Andy's Landscaping.

Pacanowski stated that it was a specialty piece of equipment needed.

Caplis stated that if equipment was needed to be rented, Andy's Landscaping should rent the equipment. Any equipment needed should have been included as part of the bid and should not have been added on as an additional expense to the Burr Ridge Park District.

Pacanowski responded that man labor hours/vs. renting the equipment dictated that the equipment rental would offer a significant amount of savings. In addition, that specific piece of equipment was used at Kraml and Oak Grove as well and I not identified as a required standard piece of equipment.

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

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

**ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING REAL ESTATE AND PERSONNEL MATTERS**

Malloy moved, seconded by Lawrence and unanimously approved to adjourn the Regular Meeting at 7:10 pm.

**ADJOURNMENT**

Caplis moved, seconded by Lawrence and unanimously approved to adjourn the Regular Meeting at 7:37 pm.

Respectfully submitted,  
Sherry Stednitz  
Recording Secretary