

**Burr Ridge Park District  
Regular Meeting  
March 14, 2022**

**REGULAR MEETING**

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:35 pm by President Quigley.

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

**Approve March 14, 2022 Agenda**

No changes were made to the Agenda.

**Approve February 14, 2022 Regular Meeting Minutes**

Lawrence moved, seconded by Paulius and approved by roll call vote to Approve the February 14, 2022 Regular Meeting Minutes.

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

**Approve March 2, 2022 Special Meeting Minutes**

Lawrence moved, seconded by Paulius and approved by roll call vote to Approve the March 2, 2022 Special Meeting Minutes.

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

**OPEN FORUM**

President Quigley opened the meeting to public comments.

Julio Padilla, 7240 Chestnut Hills Drive, stated that several townhomes for sale in the Chestnut Hills Subdivision have seen an impact regarding the potential pickle ball court construction at Harvester Park. As a result, those townhome list prices have had to be reduced. In addition, Mr. Padilla stated that based on a \$400,000 home value for each

townhome, a 10% drop would equal a \$2.8 million devaluation in tax loss to the park district over a 7-year period.

Geri Fauth, 7320 Chestnut Hills Drive, inquired as to the timetable for assessment of the 4 court and 2 court pickle ball options and noise abatement mitigation options. In addition, Ms. Fauth stated that there are condominium and townhome lawsuits regarding noise from pickle ball courts near residences.

Pacanowski responded that the Board has already determined that there will not be 4 court pickle ball installed in the tennis court area. Alternative sites are being investigated with easements and maps needing to be consulted. In addition, the Master Plan will then need to be compared and contrasted. That will occur the latter part of summer. When completed, communication will be emailed to the pickle ball group and the Chestnut Hills HOA to be distributed to residents of Chestnut Hills, notifying them that the item will once again be placed on the Meeting Agenda for discussion. A decision regarding 2 court pickle ball will not be made until a decision regarding a possible 4 court pickle ball is thoroughly researched. No decisions would be made prior to next fiscal year, May of 2023.

President Quigley added that the plan is to leave the tennis courts as is and not re-surface them this year.

Mr. Padilla asked if alternate sites are within the Harvester Park boundaries. Pacanowski replied that they are, and the most promising site is west of the west ballfield.

Mr. Padilla thanked the Board for their efforts.

President Quigley closed the open session.

## **CORRESPONDENCE**

In addition to the written report, Pacanowski added that correspondence was received from the attorney for the Chestnut Hills HOA thanking him for a quick response to the email communication.

## **REPORTS**

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

In addition to the written report, Pacanowski informed the Board that he still anticipates completion of the Rt. 66 playground element by the end of June. In addition, building rentals have been opened up to Burr Ridge residents of the park district.

Caplis verified that rentals are for residents of the park district only. Pacanowski replied that yes, currently rentals are open only to residents of the Burr Ridge Park District tax paying boundaries.

## Superintendent of Finance

In addition to the written report, Janusz asked for approval to accept the Sikich auditor proposal.

It was unanimously agreed to accept the Sikich proposal.

Janusz informed the Board that due to the 2020 CARES Act, government agencies were eligible to receive a maximum of \$12,000, of which the Burr Ridge Park District received the maximum which was used for ionization units. In addition there is an American Rescue Plan Act of a total of \$1 million available to park districts. The deadline for submitting a request was today of which the Burr Ridge Park District submitted a lump sum request for reimbursement of \$21,000 in payroll, air purifiers, masks, disinfectants, zoom meetings, and lobby furniture storage reimbursements.

Lawrence stated that Janusz obtaining a reduction in phone bills was a nice job.

## Recreation Division

In addition to the written report, Campbell notified the Board that the brochure is online and was sent to the printer.

Pacanowski added that things are looking good and the future looks optimistic.

Paulius asked when the brochure printed copies will be completed.

Campbell stated that the printed copies should be completed by next week and would then be delivered to the post office for delivery to homes.

Pacanowski added that there was discussion regarding whether or not to go strictly online with the brochure, however, considering the restrictions of the past 2 years due to COVID, it was decided that it was not the time to cut out the availability of the print copy to customers.

Campbell added that the number of brochures per year was reduced pre COVID from 3 to 2 per year and therefore a reduction in print costs have already been realized without seeing any reduction in revenue.

Caplis asked Campbell to look into making the Parent/Tot swim program details easier to read in the summer brochure.

Campbell notified the Board that the park district was conducting an easter egg hunt and in addition there would be a pancake breakfast with the bunny as the pancake breakfast with Santa was cancelled due to COVID.

Caplis asked if the breakfast was fully funded.

Campbell responded that the pancake breakfast is a Kiwanis event, funded by Kiwanis.

Campbell notified the Board that there have been several sponsorships for the park district, a few of those are Adolf Funeral Home, PNC Bank, Wintrust Bank for a \$2,500 sponsorship and Busse Bank for a \$4,500 sponsorship.

Lawrence asked if Chamber was involved.

Campbell responded that Chamber is given a flyer regarding sponsorship opportunities that are handed out to businesses.

## **UNFINISHED BUSINESS**

### **Discuss Harvester Park Tennis Court Resurfacing Project**

Pacanowski informed the Board that a meeting is planned to look into the verification of the County wetland area and also to look into Com Ed easement boundaries as there may be a need for an additional 20 feet which may be on the Com Ed easement. This easement may or may not be an issue. Topographical elevations may need to be done by civil engineers.

Caplis asked if the Com Ed easement issue would be on the east or west side of the gravel road.

Pacanowski responded that it would be on the east side of the road by approximately 20-30 feet. In addition, there is a water main, fire hydrant, possible netting needed along the 3<sup>rd</sup> base line, and a light pole electric to account for. An estimate will then be written up in order to submit a complete spending plan. This item will not go back on the Agenda until closer to the end of summer.

## **NEW BUSINESS**

### **Review FY 2021-22 Year End Projections**

Pacanowski submitted a summary of the financial impact of COVID-19 on the aggregate operational fund balance to the Board. Pacanowski stated that although there was barely a pulse through the middle year, and it was a difficult 26-1/2 months, the park district emerged in healthy shape due to numerous changes made throughout the 2 years.

Quigley asked for verification of the taxes for the individual funds 21-22 year end.

Janusz responded that the taxes are based on the way that it is levied. For instance, you can have more liability and therefore levy less in the corporate fund to account for that need.

Quigley thanked the staff for a job well done throughout a difficult couple years of not having incoming revenue due to COVID.

Caplis asked for verification that the Rec Fund will be reduced to \$0 in the Senior Program next year.

Pacanowski stated that the budget for this year was an estimate, next year will be minimal, hundreds rather than tens of thousands.

Caplis asked if the Senior Scoop cost of \$3,800 will be gone.

Campbell responded that will be taken over by Willowbrook, however, Willowbrook currently gives a stipend of \$16,000 to cover costs for the senior program, some of which is for the Senior Scoop.

Caplis stated that the Woods Pool 2021 Daily fees were only \$200 more than the rental fees.

Pacanowski stated that because of COVID there were reduced daily maximum limits for the pool and more people selected the membership option.

Campbell added that in addition, the pool rental and sign-up process was streamlined making the rental process easier and more profitable.

## **APPROVAL OF BILLS**

Caplis asked for verification of the sprinkler maintenance agreement.

Pacanowski responded that it is for the cost of an agreement for annual maintenance over the agreement time period.

Caplis asked for verification of storage bins for the ice equipment and the Tower.

Pacanowski responded that Playworld will be reimbursing for the storage for the Tower, and the storage for the ice equipment was due to room needed in the garage by Burr Ridge Middle School.

Lawrence asked for verification of the Hitchcock Design bill.

Pacanowski responded that it is for the last few construction designs.

Lawrence asked for verification of the cell phone payoff bill.

Campbell responded that in order for Carrie Navins to keep the same cell phone number and transfer the phone to Willowbrook, the phone had to be paid off. Campbell took the new phone.

Quigley asked for verification of the computer services bill.

Janusz responded that this bill is for the installation of 3 new computers and miscellaneous computer software services.

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

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

## **ADJOURNMENT TO EXECUTIVE SESSION**

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

Caplis moved to Adjourn to Executive Session For The Purpose of Discussion of Personnel Matters Involving Specific Employees of the Park District, seconded by Lawrence, and unanimously approved at 7:20 pm.

**ADJOURNMENT**

Lawrence moved, seconded by Caplis, and unanimously approved to adjourn the Regular Meeting at 8:25 pm.

Respectfully submitted,

Sherry Stednitz  
Recording Secretary

h/jamie/board/minutes/brpd minutes March 14 2022