

**Burr Ridge Park District  
Regular Meeting  
February 13, 2017**

**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:	Board Members: Fara, Malloy, Quigley
Absent:	Board Members: Bergholz, Caplis
Also Present:	Director Jim Pacanowski Superintendent of Finance, Jamie Janusz Superintendent of Recreation, Lavonne Campbell

**APPROVE**

**February 13, 2017 Agenda**

No changes were made to the Agenda.

**January 9, 2017 Regular Meeting Minutes**

The approval of the January 9, 2017 Regular Meeting Minutes were tabled until the March regular meeting.

**OPEN FORUM**

No Open Forum

**CORRESPONDENCE**

Nothing further added to the written report.

**REPORTS**

**Director of Parks and Recreation**

Nothing further added to the written report.

**Superintendent of Finance**

Nothing further was added to the written report.

**Recreation Division**

Nothing further was added to the written report.

## **UNFINISHED BUSINESS**

### Adopt Ordinance 17-02 Travel & Business expense Policies and Procedures

Pacanowski notified the Board that language has been changed per Commissioner Caplis' suggestions in several places to reflect budgetary appropriations and limitations.

Malloy moved to Adopt Ordinance 17-02 Travel & Business expense Policies and Procedures, seconded by Fara and approved by roll call vote.

Ayes: Fara, Malloy, Quigley

Nays: None

Abstain: None

### Update on Cultural Artifact Dig Site at Harvester Park

In addition to the written report, Pacanowski notified the Board that in order to stay within the timeline, items would need to be ordered soon.

Quigley asked where the dig site would be located.

Pacanowski responded that the site is directly located across from the existing sand play element.

Malloy asked if the artifacts would be breakable.

Pacanowski responded that the artifacts would be reinforced and sealed reflecting institutional quality.

Fara asked if the artifacts are the same as the ones in Palisades.

Pacanowski responded that those ovals are stock GRFC items and these artifacts are being custom created by the same manufacturer as the Tree of Life.

Fara asked for clarification of the camouflage area.

Pacanowski responded that the camouflage netting not only serves as shade and aesthetics for the play element, but also serves as protection from foul balls from the ballfield.

Fara asked if some of the labor will be performed by Andy's Landscaping.

Pacanowski responded that some labor will be performed by Andy's, some by Kenneth, and some by others.

Quigley asked if acknowledgement of the Heil donation would be made at the play element.

Pacanowski responded that a small wood plaque with a simple "Thanks Howard" would be placed at the site.

Consensus was to proceed forward with expenses pre-paid to FY 17/18.

### Update on Harvester Park Fitness Court

In addition to the written report, Pacanowski gave the Board a demonstration of the differences of the Porous Pave product versus the rubber product currently used in the park district.

Malloy asked the price difference between concrete and the rubber product.

Pacanowski responded that our poured in place rubber would be an additional \$10,500 more than colored concrete, and the porous pave is about the same cost as colored concrete. The fitness court is not subject to fall zone impact requirements. The Porous Pave will also require additional maintenance as the edges collect leaves and debris.

Fara stated that a concern would be the cost of absorbing maintenance costs for maintaining a Porous Pave product.

Quigley added that particles that fall off Porous Pave show wear of the walkway and may harm the fitness elements.

Fara asked if the walkway could be reduced in order to compensate for the increase of \$10,500 for the rubber product.

Pacanowski stated that a reduction in the walkway would not reduce the square footage enough unless the walkway were turned into a solid rectangle which would compromise the fitness area aesthetics and envisioned layout.

Quigley asked for next steps.

Pacanowski will attend the next Foundation meeting and report back to the Board at the March meeting.

## **NEW BUSINESS**

### Authorize Publication of Notice for Proposed Property Annexation

After some discussion, it was decided to table the publication.

### Review 2016 All Hallows Eve Financial Report

In addition to the written report, Pacanowski informed the Board that staff is doing a great job of continuing to reduce expenses and increase revenue of the All Hallows Eve event.

Malloy asked if there are complaints of the price per person.

Campbell responded that there are no complaints and staff is considering raising the price to \$10.00 per person in 2017, as well as additional sponsorships sought.

Pacanowski added that the event will be streamlined as well.

### Review Summer 2016 Program Budgets Summary

Pacanowski presented the Summer 2016 Program Budget Summary.

Malloy asked if we have chess programs.

Campbell responded that chess is listed on the contractor programs.

Malloy asked if Lacrosse is offered.

Pacanowski responded that Lacrosse is a field usage program.

Fara asked if Engineering and Robotics has classes last year as well.

Campbell responded that PlayWell is a Hinsdale coop program which was held last year as well. On occasion there are not enough registrants for the older age groups to meet the minimum, however, PlayWell will combine the classes to accommodate both age groups.

### Approve Landscape Maintenance Contract Extension for Andy's Landscaping

Pacanowski presented a contract extension with no change in prices for Andy's Landscaping. The contract will go out to bid next year.

Fara asked if the contract will definitely go out for bid next year.

Pacanowski responded that the contract must go out for re-bid next year.

Fara moved to Approve Landscape Maintenance Contract Extension for Andy's Landscaping, seconded by Malloy and approved by roll call vote.

Ayes: Fara, Malloy, Quigley

Nays: None

Abstain: None

## Review FY 2017-18 Budget Schedule

The FY 2017-18 Budget Schedule was presented for review.

## Approve 2017 Mileage Reimbursement Rate

Janusz informed the Board that the rate per mile went down a half cent.

Malloy moved to Approve 2017 Mileage Reimbursement Rate, seconded by Fara and approved by roll call vote.

Ayes: Fara, Malloy, Quigley

Nays: None

Abstain: None

## **APPROVAL OF BILLS**

Fara asked for verification of \$6,000 for All Season.

Pacanowski responded that it is partial payment for the new chlorinator.

Fara stated that it seems the new striping in Harvester parking lot is peeling.

Pacanowski will look closely at the parking stripes and call the company back out if needed.

Fara asked for verification of Active Network software.

Janusz responded that this is the new software package for registration.

Fara asked if other waste companies other than Waste Management were considered.

Pacanowski responded that prices will be obtained and reviewed.

Malloy asked for verification that the electric bills are for Harvester, field lights, and the building.

Pacanowski responded that there are several electric meters.

Fara moved, seconded by Malloy to Approve the February bills.

Ayes: Fara, Malloy, Quigley

Nays: None

Abstain: None

## **ADJOURN TO EXECUTIVE SESSION**

Malloy moved, seconded by Fara, and unanimously approved to adjourn to Executive Session for the purpose of Discussing Pending Litigation at 7:11 pm.

## **ADJOURN**

Fara moved, seconded by Malloy, and unanimously approved to adjourn the Regular Meeting at 7:14 pm.

Respectfully submitted,

Sherry Stednitz  
Recording Secretary