

**Burr Ridge Park District  
Regular Meeting  
October 14, 2024**

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, Quigley  
Absent: Paulius  
Also present: Jim Pacanowski, Director of Parks and Recreation  
Jamie Janusz, Superintendent of Finance  
Lavonne Campbell, Superintendent of Recreation

**Approve October 14, 2024 Agenda**

No changes were made to the Agenda.

**Approve September 9, 2024 Regular Meeting Minutes**

Caplis moved to approve September 9, 2024 minutes seconded by Malloy and approved by roll call vote.

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

**OPEN FORUM**

No Open Forum

**CORRESPONDENCE**

In addition to the written report, Pacanowski reported that there was no further communication from a park visitor other than that already submitted, regarding a trip/fall incident at Harvester Park.

Caplis asked if the Park District Policy has an auto MPC payout.  
Pacanowski stated that it does not.

**REPORTS**

**Director of Parks & Recreation**

In addition to the written report, Pacanowski informed the Board that the two tennis court projects at Woods Pool and Stevens Park are now 100% complete. In addition, a portion of the double rail fence at Woods Pool will be replaced.

Lawrence stated that the different striping for Pickle Ball on the Woods Pool court looks fantastic.

Pacanowski noted for the Board that there is no residential property being planned for the CNH property.

Caplis asked if Lot A on the renderings for the planned industrial site on the CNH property is a pond or wetland.

Pacanowski responded that it is a water retention area.

Caplis asked if it is an East/West drainage ditch. Caplis expressed concern about drainage onto park district property.

Pacanowski responded that everything is headed to the north and should not pose an issue as far as drainage onto park district property.

Caplis asked Pacanowski to ensure riparian rights do not cross onto park district property which can then cause an issue.

Pacanowski will voice concerns regarding this area of the property to the Village of Burr Ridge.

In addition, Pacanowski is pursuing historic Rt. 66 signage since the park district is on the original alignment and is a high visibility and frequently visited Rt. 66 site.

Quigley asked what will be put in the SE corner of the planned intersection improvements.

Pacanowski responded that there is a sidewalk crosswalk planned across Frontage Rd., in addition to a patio, pollinator garden, bench, and signage.

Quigley asked who the current owner of that section of property is.

Caplis responded that it is most likely IDOT.

### Superintendent of Finance

Janusz stated that if there are any questions regarding the Audit Report previously submitted to Board Members, to please email her directly.

### Recreation Division

Nothing further added to the written report.

## **UNFINISHED BUSINESS**

### Discuss Woods Pool Leak

Pacanowski summarized the general consensus from the previous September Board meeting to apply sealant to the gutter on Woods Pool without removing the top edge of the gutter.

Staff has filled cracks with a concrete like material, applied sealant, and will apply epoxy paint to all accessible areas of the gutter of the pool. The kiddie pool leak has also been repaired.

Lawrence asked that the pool banners be removed from the fence at Woods Pool.

Pacanowski stated that if they have not been removed already, it will be done.

Pacanowski also distributed a comparison graph detailing water consumption in July and August. This graph shows wild fluctuations in water consumption, some high consumption is on days where consumption should be low. In addition, with a 110,000 gallon pool, the consumption of water being shown as consumed on the water bill is virtually impossible.

Pacanowski will be having a meeting with the Village regarding the water bill and to get an explanation for the consumption of water and report back to the Board at the November meeting.

Quigley asked for verification that what is shown on the graph is what is actually being charged for water consumption.

Pacanowski responded that it is.

Lawrence asked how long it takes to fill up the pool.

Pacanowski responded that it takes 1-1/2 days.

Lawrence responded that if it takes 1-1/2 days to fill the pool up, then it is not possible for the consumption of water as being reported by the village meter.

## **NEW BUSINESS**

### **Discuss 2024 Landscape Contractor Services**

In addition to the written report, Pacanowski reported that it takes two guys most of their 40 hour work week to mow the properties. This leaves too limited of hours remaining to fulfill the landscape portion of the contract. These concerns have been raised during a previous on site meeting and have not been resolved. The landscape contract will be terminated.

Landscape Contractor Services will need to go out to bid again with a few minor changes. There should be a flat mobilization fee and hours should be billed once on site only.

Caplis asked if the termination letter has been sent yet.

Pacanowski responded that it has not been sent yet. The last mowing sign off is in October.

Caplis asked who has been used for brush clean up as an alternative to Semmer Landscape.

Pacanowski responded that in house staff has been used for some jobs, and Charlie Anderson was used for field mowing.

Lawrence asked if the contractor has to be terminated before going out to bid.

Pacanowski responded yes, that contract must be terminated before going out to bid.

Lawrence asked if there is a chance the same contractor will re-bid for this project.

Pacanowski responded that it is not foreseen that they will re-bid as it is clear that they do not have the equipment necessary to complete the necessary tasks.

## Discuss Community Center Electric Bill

Pacanowski stated that there is an enormous amount of usage in the building during the summer months with day camp, several athletic camps, miscellaneous daily programs, rentals on the weekends, and night usage. The doors are constantly being opened and closed all day putting a heavy burden on the air conditioning in a 15,000 square foot building. Janusz added that there is some savings seen with Constellation direct to Com Ed.

Pacanowski added that the lighting is being addressed inside the building and outside on the fields and in the park with lighting being replaced with LED lighting in order to save energy. This will also be looked at for all outside lighting; especially if the grant is successful and a lit pickle ball court is constructed. LED is more efficient and will hopefully help to lower the energy bills.

Caplis stated that the land line at Woods Pool should be on the Agenda for this meeting, and asked if the land line at Woods Pool is necessary.

Janusz responded that there is no longer a land line at Woods Pool, only a cell phone. There is a small fee to keep the cell phone during off season months as it is cheaper to keep the cell phone active during the off season than it would be to cancel it and then re-activate it.

Campbell added that it is a state requirement of the health department to have a phone on site at the pool.

## **APPROVAL OF BILLS**

Caplis asked for verification of the Franks Tree Service bill – specifically where were the trees removed from.

Pacanowski responded that they were taken from McCullough east of the parking lot, Lake Ridge Club, Whittaker which was split with a homeowner, and Oak Grove.

Malloy asked if the wood is re-sold.

Pacanowski responded that the wood is removed from the site.

Caplis asked for verification of the \$56.93 ice pick for the fields.

Pacanowski responded that this might be for cleaning the base pegs on the ball fields.

Lawrence asked for verification of the Shell Fleet Plus bill.

Janusz responded that this is for gas for one month for all vehicles: Pacanowski's truck, 2 vans, the old truck, the John Deere, and golf cart.

Caplis asked for verification of the Pedal bill for \$2,170.

Janusz stated that the park district takes the registration for Pedal the Parks because the registration system is of better quality. The park district then submits the total to Foundation.

Lawrence asked if the \$290.00 bill for the dumpster at Woods Pool is for 1 month.

Janusz responded that it is for 1 month.

Lawrence stated that he once again does not want to pay for a dumpster that is not being used during off season at Woods Pool.

Pacanowski responded that the dumpster is kept off season because in the past people have dumped garbage there even when the dumpster has been removed.  
Lawrence asked that the dumpster removal be attempted again.  
It was agreed to remove the dumpster during the off season.

Malloy moved, seconded by Lawrence and approved by roll call vote to Approve the October bills.

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

## **ADJOURNMENT**

Malloy moved, seconded by Lawrence and unanimously approved to adjourn the Regular Meeting at 7:19 pm.

Respectfully submitted,  
Sherry Stednitz  
Recording Secretary

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