

**Burr Ridge Park District
Regular Meeting
November 11, 2024**

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:37 pm by President Quigley.

Present: Caplis, Paulius, Quigley
Absent: Lawrence, Malloy
Also present: Jim Pacanowski, Director of Parks and Recreation
Jamie Janusz, Superintendent of Finance

Approve November 11, 2024 Agenda

Item VII D, Amend FY 24/25 Budget Trade Services Mowing was moved to Item VII E and Item VII D, Discuss Scheduling Special Meeting to Discuss New 2024 Tax Levy was added. Change Item VII A, Approve Going to Public Bid for the Mowing and Seasonal Landscaping Services Contract for April 1, 2024-April 1, 2027 to VII A, Approve Going to Public Bid for the Mowing and Seasonal Landscaping Services Contract for April 1, 2025-April 1, 2027.

Approve October 14, 2024 Regular Meeting Minutes

Approval of the October 14, 2024 Regular Meeting Minutes were tabled until the December meeting due to lack of quorum.

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to the Correspondence.

REPORTS

Director of Parks & Recreation

Pacanowski briefly went over the bullet points of the written report. Additionally, Pacanowski stated that pizza will be served at 6 pm on December 9, 2024 prior to the start of the Regular Meeting in celebration of the holiday season for Board and full time staff.

Superintendent of Finance

Nothing further added to the written report.

Recreation Division

In addition to the written report, Pacanowski stated that the Halloween Event next year will be held on Halloween between 4:30 and 6:30 pm.

Pacanowski stated that the Girls Flag Football program was the first and only program in the district; however, this most likely will have competition next season. Staff is looking at ways in which to develop a feeder program to continue girls flag football into the high school grades.

Pacanowski notified the Board that the Dodgeball program is well attended and well run. The winter Basketball program has low participation due to outside travel basketball at this time of year. This is not an exclusive problem to the Burr Ridge Park District and the basketball program has higher attendance in the winter as there is less competition with area travel teams at that time of year.

Pacanowski notified the Board that the Marketing Department will be performing a deep dive into bringing things up to date and to have smoother navigation of the BRPD website. If the Board has any suggestions for improvement, now would be a good time to voice them.

UNFINISHED BUSINESS

Discuss Woods Pool Leak

Pacanowski notified the Board that Howard Heil met with staff to give insight into the fluctuations in the meter readings of water usage. He could not explain the extreme fluctuations in water usage.

Caplis stated that if the water usage was due to a leak, the high water usage would be consistent, not erratic. Caplis stated that there must be an issue with the water meter.

Quigley verified that the water meter usage is what is used to bill the park district for water use.

Pacanowski stated that the meter is what is used to bill for water use, and stated that staff will continue to pursue an answer to the erratic water meter daily totals and will report back to the Board.

NEW BUSINESS

Approve Going to Public Bid for the Mowing and Seasonal Landscaping Services Contract for April 1, 2025-April 1, 2027

Pacanowski stated that this will go out to bid on Friday, November 15, 2024 and will be ready for approval by the Board at the December Regular Meeting.

Caplis moved to Approve Going to Public Bid for the Mowing and Seasonal Landscaping Services Contract for April 1, 2025-April 1, 2027, seconded by Paulius, and approved by roll call vote.

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

Discuss Cook County Highway Department “Plainfield Road, County Line to East Avenue, Project Improvement” and its Potential Impact to McCullough Park

Pacanowski summarized a zoom meeting held with several Cook County Highway Department employees, engineers, and contractors regarding a project improving the Plainfield Road and County Line Road intersection that will include a pedestrian cross walk, traffic signal island, and a pathway on south Plainfield Road. This project will involve seeking a small triangle portion of park property in McCullough Park near the sign. This will not disrupt sidewalks or negatively impact the park.

Caplis asked how many feet of park property the project will take.
Pacanowski estimates 20 feet.

Caplis asked how many square feet in total.
Pacanowski will have to find out and get back to the Board.

Caplis asked if there was an offer made for the land being taken.
Pacanowski responded that the County is hoping for a land donation; however, the park district can demand to be compensated for the land at fair market value.

Caplis stated that the land should not be given away.
Quigley asked if the project would have an impact on the sign, and if so, perhaps there could be a trade with the County; the land for replacement of the sign.

Pacanowski stated that he will request the County paint the dimensions of the requested proposed right of way the County is seeking in order for the Board to determine whether or not the sign will be impacted negatively, and/or if it is large enough to seek compensation for the land.

Caplis asked if the laws regarding sign setbacks will affect the current sign placement once the County implements the project improvements.
Pacanowski will verify setbacks regarding signage, and request that County mark the dimensions of the proposed right of way and report back to the Board.

Determine the 2024 Tax Levy Extension

Pacanowski informed the Board that due to concerns by Board Member Lawrence regarding the 2024 Tax Levy, a determination regarding the 2024 Tax Levy Extension will not be approved until all Board Members are in attendance and discussion can occur without an immediate vote to follow. There will not be a truth in taxation, therefore this can be tabled until a special December meeting can be held.

Discuss Scheduling Special Meeting To Discuss New 2024 Tax Levy

After some discussion, a special meeting in order to discuss the 2024 Tax Levy will be held on Monday, December 2, 2024.

Amend FY 24/25 Budget Trade Services Mowing

Pacanowski notified the Board that an error was made in the FY 24/25 Budget and a \$45,000 line item for the Trade Services Mowing was inadvertently omitted. Pacanowski requested that the FY 24/25 Budget be amended to add a line item of \$45,000 for the Trade Services Mowing.

Caplis moved to Amend the FY 24/25 Budget to add a \$45,000 line item for Trade Services Mowing, seconded by Paulius and approved by roll call vote.

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

APPROVAL OF BILLS

Caplis asked for verification of the \$4,000 cash payroll for Halloween. Janusz responded that all workers for the Halloween event are paid in cash the night of the event as a good majority of the workers are high school and college workers who may or may not be on payroll and are paid in cash.

Quigley asked for verification of the water bill for Woods Pool for \$3,400. Janusz responded that this is consumption that is under investigation.

Quigley asked for verification of the \$2,500 water bill for Harvester. Janusz responded that this is for the splash pad and toilets.

Quigley asked for verification of Harris Computer Systems for \$8,500. Janusz responded that this is for computer software which is an annual bill.

Caplis moved, seconded by Paulius and approved by roll call vote to Approve the November bills.

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

ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING

5 ILCS 120/2(c) 21 Discussion of Minutes of Meetings Lawfully Closed, Whether for Purpose of Approval by the Body of the Minutes or Semi-annual Review of the Minutes as Mandated by Section 2.06

Caplis moved to Adjourn To Executive Session For The Purpose Of Discussing 5 ILCS 120/2(c) 21 Discussion of Minutes of Meetings Lawfully Closed, Whether for Purpose of Approval by the Body of the Minutes or Semi-annual Review of the Minutes as Mandated by Section 2.06, seconded by Paulius and approved by roll call vote at 7:12 pm.

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

RECONVENE TO REGULAR MEETING

For the Purpose of Releasing Any Executive Session Minutes As Determined by Board

Caplis Reconvened the Regular Meeting, seconded by Paulius and approved by roll call vote at 7:14 pm.

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

Caplis stated that no Executive Session Minutes are being released at this time.

ADJOURNMENT

Paulius moved, seconded by Caplis and unanimously approved to adjourn the Regular Meeting at 7:15 pm.

Respectfully submitted,
Sherry Stednitz
Recording Secretary

h/jamie/board/minutes/brpd minutes November 11 2024