

**Burr Ridge Park District
Regular Meeting
May 15, 2024**

REGULAR MEETING

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:33 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

Approve May 15, 2024 Agenda

No changes were made to the Agenda.

Approve April 15, 2024 Regular Meeting Minutes

Lawrence moved, seconded by Paulius and approved by roll call vote to Approve the April 15, 2024 Regular Meeting Minutes.

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

Approve April 15, 2024 Executive Session Meeting Minutes

Caplis moved to Approve April 15, 2024 Executive Session Meeting Minutes with the correction of adding the employee name after their title to identify the employee, seconded by Lawrence and approved by roll call vote.

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

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to the written report.

REPORTS

Director of Parks & Recreation

In addition to the written report, Pacanowski reported that multiple classes from Gower School have had field days here and utilized the amenities the park has to offer.

Pacanowski reported that an additional crew may be brought in to clean up trash being left from visitors to the park on the weekend.

Paulius asked if the garbage cans are full and there is a need for additional garbage cans. Pacanowski responded that they are not full. In addition, the bathrooms have garbage all over with the women's being worse than the men's. The trash includes dirty diapers in addition to food wrappers, paper, napkins, etc.

Superintendent of Finance

Nothing further added to the written report.

Recreation Division

Campbell notified the Board that there were two tea parties at the park district, one with children and parents and one with 70 seniors.

Pacanowski added that efforts are being made to reach out to the base to push Woods Pool membership as family membership is low. In addition, research is still being conducted to isolate the water loss at the pool. There are 3 areas of containment to isolate the water loss: the well, the pool itself, and the gutter. The new water meter did not start until June 10th or 11th.

Lawrence asked if daily use is being reported from the Village at this time.

Pacanowski reported that it is. It is known that the water is leaking at a higher rate than evaporation would be and there are comparison totals from last year starting in several weeks. Answers should be known in the near future.

Quigley asked if there is a full complement of lifeguards hired at this time.

Pacanowski responded that there are and they are already trained for the season.

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

Schedule Public Meeting to Discuss OSLAD Grant

Pacanowski informed the Board that next month's meeting will be advertised in the newspaper as a public meeting.

Lawrence moved to hold a public meeting to discuss the OSLAD grant at the next regular board meeting on June 17, 2024 at 6:30 pm

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

Review Fiscal Year End 23/24 Operational Fund Balance

A year end operational fund balance report for FY 23-24 was provided for review and discussion.

Approve FY 24/25 Budget in Tentative Form

Pacanowski previously provided a FY 24/25 Budget for review. No budget line items adjustments were made to the budget. Portions of the levy are able to be made from one fund to another. We are projecting budgeted revenues for 24/25 to be 2% over 23/24. On the expense side we are expecting an increase of 8%. Insurance rates are increasing, other cost centers, fuel, and we tend to be conservative on our revenue projections.

Quigley asked if the allocation of the taxes explain why the corporate fund generated \$632,000 actual and we are budgeted \$832,000.

Pacanowski responded that the increase is due to the levy.

Lawrence asked if the Woods Pool \$204,000 deficit balance is from the time of inception of Woods Pool.

Pacanowski responded that this is operating costs, not capital costs since 1995.

Caplis asked if this includes the price of the purchase of the property for Woods Pool.

Pacanowski stated that it does not include the purchase price of the property.

Caplis asked if the tennis courts came in under budget.

Pacanowski stated that due to the drainage issue there was an additional \$30,000-\$35,000 cost incurred to complete that project.

Quigley asked for verification that there is 2.48 million of operating funds expected at the end of April next year. It has been the intention of the Board for many years to have healthy balances of funds, and recently the Board has kept 50% of operating funds as the minimum fund balance for emergency purposes as the standard operating procedure.

Pacanowski stated that it doesn't make sense to bring operating funds over to capital until necessary.

Caplis moved to Approve the FY 24/25 Budget in Tentative Form, seconded by Lawrence and approved by roll call vote.

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

Set FY 24/25 Budget & Appropriations Public Hearing Date

After some discussion it was decided to set the public hearing date for the FY 24/25 Budget & Appropriations Public Hearing date to July 17, 2024 at 6:30 pm.

Caplis moved to Set FY 24/25 Budget & Appropriates Public Hearing Date for Wednesday, July 17, 2024 at 6:30 pm, seconded by Paulius and approved by roll call vote.

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

APPROVAL OF BILLS

Caplis asked for verification of the fuel reimbursement for the vehicles.

Pacanowski responded that there is a park truck vehicle, 2 vans, a Director's truck, and employee fuel reimbursement for travel.

Lawrence asked for verification of the computer servers.

Janusz responded that there is 1 server and the remaining invoice is for the computers.

Quigley asked why there is a check for \$960 4 times for Mike Kuchta.

Janusz responded that it is for the computer services transfers which happens every 5 years.

Caplis asked if the broadleaf fertilizer invoice is for product only.

Pacanowski responded that this is for labor and material.

Palius moved, seconded by Lawrence and approved by roll call vote to Approve the May bills.

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

ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING:

5ILCS 120/2(c)11 Discussion Pending Litigation

5ILCS 120/2(c)21 Discussion of Minutes of Meetings Lawfully Closed, Whether for Purposes 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 Pending Litigation Pursuant to 5 IL CS 120/2 (c)11, seconded by Lawrence at 7:09 pm.

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

RECONVENE REGULAR PARK BOARD MEETING

Caplis moved to reconvene the Regular Board Meeting, seconded by Lawrence at 7:21 pm
For the Purpose of Releasing Executive Session Minutes.

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

Caplis moved to release the following Executive Session Minutes:

- July 10, 2023
- September 11, 2023
- October 10, 2023
- November 13, 2023
- March 11, 2024

Seconded by Lawrence and approved by roll call vote.

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

ADJOURNMENT

Paulius moved, seconded by Caplis and unanimously approved to adjourn the Regular Meeting at 7:22 pm.

Respectfully submitted,
Sherry Stednitz
Recording Secretary