

**Burr Ridge Park District
Regular Meeting
January 11, 2021**

**REGULAR MEETING
VIA ZOOM**

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
Also present: Jim Pacanowski, Director
Jamie Janusz, Superintendent of Finance
Lavonne Campbell, Superintendent of Recreation
Erica Paulius

Appoint Erica Paulius as Park Board Commissioner to Fill the Vacancy of Timothy Fara

Malloy moved, seconded by Lawrence and approved by roll call vote to Appoint Erica Paulius as Park Board Commissioner to Fill the Vacancy of Timothy Fara.

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

Paulius took the oath of office as Park District Commissioner.

Approve January 11, 2021 Agenda

No changes were made to the Agenda.

Approve December 14, 2020 Regular Meeting Minutes

Caplis moved, seconded by Malloy and approved by roll call vote to Approve the December 14, 2020 Regular Meeting Minutes.

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

Approve December 14, 2020 Executive Session Meeting Minutes

Malloy moved, seconded by Lawrence and approved by roll call vote to Approve the December 14, 2020 Executive Session Meeting Minutes.

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

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further in addition to the written report.

REPORTS

Director of Parks & Recreation

The ice rink at Harvester Park was re-opened after some maintenance. Regular updates of the ice rink are provided on the automated phone message and the website.

Superintendent of Finance

In addition to the written report Janusz notified the board that the bonds will be marketed tomorrow morning and hopefully all will be sold. It will be assumed it will be all set to go by the end of the day tomorrow which will put the rate at 1.93 percent. The closing is set for January 28th at which time the proceeds will be received.

Malloy asked why the Moody's Investors Services list the total as \$4.2 million.

Caplis stated that this total may be the total over the course of the entire life of the bond. In addition, Caplis stated that Moody's still has Willowbrook as part of the park district listed. Will that be changed?

Janusz responded that the park district does serve Willowbrook. However, in addition there is a tiny portion near Rogers Farm North of Plainfield and County Line Road which are incorporated in Willowbrook, but pay taxes to the Burr Ridge Park District.

Lawrence stated that while the rating rationale is positive, the credit opinion analysis is moderate meaning a moderate debt burden compared to operation. A moderate rating is the lowest Lawrence would ever want to be rated.

Caplis agreed with Lawrence.

Janusz stated the Burr Ridge Park District has the second highest rating. The highest rating is AAA which is unachievable for the Burr Ridge Park District because of the size of the district. The park district is therefore at the highest level achievable.

Recreation Division

Nothing further added to the written report.

UNFINISHED BUSINESS

Discuss Current Status of Operating with Regard to the Covid-19 Pandemic

Pacanowski gave a review regarding the operating status in regard to the Pandemic. Prior to Thanksgiving the State was at Tier 2 mitigations and the park district was operating under reduced conditions. Programs were shut down prior to Thanksgiving until January 4th as the State went to Tier 3 mitigations, shortly thereafter. There were still record numbers of state wide surges and the impact of the holidays was not seen yet. The Governor has now set mitigation at Tier 2 for certain metrics. The park district

is in two counties with Cook going into Tier 2, and Du Page still hat Tier 3 with medical availability issues, but may go into Tier 2 on Friday. With that information, the park district can return to limited programming as it was prior to Thanksgiving, knowing that if DuPage does not make it into Tier 2 on Friday, programming is being brought back into a more hostile environment. The other option is to wait to bring programming back until levels return to a more manageable number which may only be another week or two.

Paulius stated that two of her children are in school full time. Preschool is not necessary, however it has been said that after Thanksgiving there will be more problems with Covid cases, yet the numbers have not been realized at Gower. In addition, people were looking for new preschool opportunities as well, if the return to preschool is delayed, will that affect the opportunity for new registrants at the park district?

Lawrence added that preschool may not be necessary, however, residents are looking for the use of preschool and other programming opportunities.

Pacanowski stated that usually in the past if a customer leaves preschool, it is because Gower offered free preschool or because they were in need of full day preschool which the park district does not offer.

Malloy would like to see children back, but is comfortable with whatever decision is best when taking cleaning and social distancing obligations into consideration.

Quigley asked what the real risk of waiting one to weeks to open is as far as losing customers.

Pacanowki responded that he can't say there hasn't been people that haven't gone elsewhere because they are tired of waiting. However, before the pandemic customers have come here because we are best around, after the pandemic Pacanowski feels things will return to that. There will be a new normal, however, and there is no way to predict the impact of the pandemic.

Paulius asked if there was a student outbreak at the park district.

Pacanowski responded that there has not - at least not to our knowledge.

Lawrence stated that he will back any decision, however, consumer confidence is representative of Board Member Paulius who is talking about moms sending kids to Gower and being comfortable with that decision. As a government body we have an obligation to them and we need to ramp up and be more aggressive at this stage to offer them programs and the opportunity to attend them.

Paulis stated that there is confidence in the ability of the park district to make sure that the area is cleaned properly and that social distancing and mask requirements are put in place in order to protect program registrants

Caplis will rely on Pacanowski's judgement. Waiting another week will not be a major impact. Caplis asked if the IAPD is still giving insight and that COVID recommendations are still received from IAPD.

Pacanowski responded that the IAPD does give input regarding COVID.

NEW BUSINESS

Discuss Potential of Spring Baseball at Harvester Park and the Current Pandemic

Pacanowski gave a summary of current plans for travel team rentals for resident vs. non-resident and little league plans to move forward in the spring.

Approve Lowest Responsible Bidder for the Grounds and Facility Maintenance Public Bid

Pacanowski gave a history of the bid along with the bid results.

A total of three bidders came in with Andy's Landscaping being the lowest bidder.

Caplis asked if the other two were new bidders.
Pacanowski stated that there were 2 new bidders.

Caplis asked how much more per year will it cost.
Pacanowski stated there was a slight increase in cost from the previous contract. The anticipated total cost for year #1 is approximately \$185,000 to \$200,000. There is no contract amount guarantee which means we can monitor expenditures and end seasonal operations at our discretion.

Caplis asked that mid year it is placed on the Agenda to look at the budget to see where we costs are at, especially since there will be significantly less revenue in 2021 because of the pandemic. In July the landscaping budget should be put on the Agenda to look at what was spent and what is expected to be spent for the remainder of the year.

Caplis moved to Approve Andy's Landscaping as the Lowest Responsible Bidder for the Grounds and Facility Maintenance Bid, seconded by Lawrence and approved by roll call vote.

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

APPROVAL OF BILLS

Malloy asked what happened to the front door.
Pacanowski stated that the door was not re-latching and engaging all of the time and some adjustments needed to be made in order to ensure that people were not able to get into the building.

Caplis asked why there was a check for yoga class for \$1,000.
Pacanowski stated that yoga was held at the Community Center prior to the shutdown before Thanksgiving.

Caplis asked for verification of a bill for honey for \$315 for a senior trip.
Campbell responded that this was for a box of goodies for a virtual trip.

Caplis asked for verification of a roofing charge for the dugout in the middle field.
Pacanowski stated that there was a deductible.

Caplis asked to attempt to renegotiate a lower fee for the copy machine lease due to less use because of the pandemic.

Janusz responded that there are still thousands of copies being made for senior programs, annual appeals, etc. In addition, this lease is through a finance company and can't be renegotiated. The lease expires in 2022 and will be approached to upgrade this spring.

Caplis asked that Janusz ask for a further discount when upgrading due to the pandemic.

Lawrence stated that cell phone charges are too high and asked how many cell phones there are.

Campbell responded that there are a total of 5 - which includes one in the afterschool program and one for Woods Pool.

Campbell responded that all phone users have to rebate private calls back to the park district.

Lawrence asked where the private calls are paid back to.

Janusz stated that the bill currently shown is the monthly bill. Reimbursements are referenced in the general ledger account.

Pacanowski stated that a more detailed analysis can be written if Lawrence so desires.

Lawrence stated that the bill is high and usually can be reduced by contacting the provider or comparison with other providers.

Pacanowski and Campbell will bring an analysis and comparison of other providers to the Board.

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

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

ADJOURNMENT TO EXECUTIVE SESSION

Caplis moved, seconded by Malloy, and unanimously approved to adjourn to the Executive Session for the Purpose of Discussion of Personnel Matters at 7:28 pm

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

ADJOURNMENT

Lawrence moved, seconded by Malloy and unanimously approved to adjourn to the Regular Meeting at 7:41PM.

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

Respectfully submitted,

Sherry Stednitz
Recording Secretary