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: Caplis, Fara, Lawrence, Malloy, Quigley
Absent: None
Also present: Jim Pacanowski, Director
Superintendent of Finance, Jamie Janusz
Superintendent of Recreation, Lavonne Campbell

Approve March 11, 2019 Agenda

No changes were made to the Agenda.

January 14, 2019 Regular Meeting Minutes

Caplis moved, seconded by Malloy and approved by roll call vote to approve the January 14, 2019 Regular Meeting Minutes.

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

January 14, 2019 Executive Session Meeting Minutes

Caplis moved, seconded by Malloy and approved by roll call vote to approve the January 14, 2019 Regular Meeting Minutes.

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

OPEN FORUM

No Open Forum

CORRESPONDENCE

Pacanowski asked if it is determined whether the donation from the Foundation would be for this fiscal year. Lawrence responded that the donation will be delivered to the park district for this fiscal year.
REPORTS

Director of Parks and Recreation

In addition to the written report, Pacanowski informed the Board that a detailed list of pros and cons for skinning the fields to accommodate the request from Willowbrook for softball at Harvester Park will be compiled in order to consider renovation to the fields.

Lawrence asked what is involved in skinning the fields. Pacanowski responded that excavation to about 4-5” and rebuilding and contouring, which also adds additional money needed for maintenance.

Fara asked if travel baseball and fallball would give up grass fields for skinned fields. Pacanowski responded that for baseball grass is preferable, dirt is inferior. In addition, pitcher’s mounds are needed for the development of pitchers.

Caplis asked if there could be a compromise and the Middle field is skinned and the East and West field were grass.

Pacanowski responded that all options will be looked into and the impacts each would have on any income no longer generated by losing a field for baseball.

In addition to the report, Pacanowski presented a map of possible annexation properties and will present more specifics at the next board meeting.

Superintendent of Finance

Nothing further added to the written report.

Recreation Division

Nothing further added to the written report.

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

Discuss Burr Ridge Community Center and Athletic Field Rental Rates

Pacanowski presented the Board with a chart showing the current and proposed fees for the Community Center and the implemented Athletic Field rental rate changes.
Caplis asked if the first rental group was lowered intentionally. Pacanowski responded that it was.

Caplis asked for the percent of resident vs. non-resident for rentals. Pacanowski responded that the percent is approximately 50/50. There is more money received from both groups for larger rentals. The large rentals are still in line with similar rentals in the area and significantly lower than a banquet hall and should not factor in a decrease in volume of rentals.

It was unanimously agreed to move forward with the increase in rental fees for the Burr Ridge Community Center.

**Discuss Flag Football Participant Survey Results 2018**

Pacanowski presented data generated on the program evaluations for Flag Football. Caplis asked why there are no answers given for program ideas participants would like to see implemented. Pacanowski will find out why the answers are not printing out.

Caplis noted that the responses were favorable except for the contracted officials. Pacanowski responded that contracted officials were a cost neutral option that was attempted but did not go well as the officials were not as knowledgeable of the program as the Burr Ridge Park District staff. Fara asked if the program did not meet the specifications for the participant, is there a way a reason must be given, or perhaps a choice from a drop down menu. Campbell responded that currently a reason is not required. Pacanowski responded that he will check into the capabilities of the survey information to see if that is an option. However, it is always an option to completely drop out of the survey at any time to stop answering questions.

**First Look Review at Capital Improvement Budget 2019/20**

Pacanowski presented for review a Capital Improvement Budget for 2019/20 and notified the Board that everything is on track for the Master Plan.

Caplis asked if this will be the first time that the East lot will be paved. Pacanowski responded that the lot has been seal coated, however, the top 4” will now be removed to get to the gravel base. Gravel will be added as necessary. A 3” binder and 1” topping will be applied. There has been a water issue for a number of years which has created spider cracks in the parking lot. Drains that were installed have fixed the problem, however, the damage was already done. In addition, the drains that were installed in the lot fixed the problem of water retention in the entrance of the lot.

Malloy asked if the estimate for the parking lot included painting the lot. Pacanowski responded that it does.
Harvester Park Little League Update

Pacanowski informed the Board that there are only 4 registered for recreational baseball.

Caplis asked if recreational baseball was still officiated through Little League. Pacanowski responded that it is currently through Little League baseball.

Caplis asked when the cutoff for registration is. Campbell responded that the cutoff is March 15th.

Pacanowski stated that from a Harvester Park standpoint, the fields will be busy with travel and fallball baseball even though recreational baseball will not be occurring.

Quigley asked when the cutoff is for the recreational little league. Pacanowski responded that it will be cut off in 4 days. There may be an opportunity for the few registrants to go into the Hinsdale Little League.

Fara stated that perhaps the park district would be more successful with getting registrations for a recreational league. Pacanowski responded that there are a few registrants that attend the Darien league which has no boundaries and are welcoming to non-residents.

Fara asked if most of the recreational players are then going to travel leagues. Pacanowski responded that fallball baseball is mostly travel leagues.

Caplis asked if a resident is new to the area and is interested in finding a travel team, how do they go about it? Pacanowski responded that they go to the internet or find teams when practicing at batting cages, etc.

Review Summer 2018 Program Budget Summary

Pacanowski presented a program budget summary for the summer 2018 programs and provided a 5 year chart for an overall review. Pacanowski noted that resources were maximized in 2014-2015 for capacity at the Community Center and were not sustainable each year.

Fara asked if any large programs saw a rapid growth or drop off. Pacanowski responded that there is a resurgence in Athletes and Junior Athletes Camp, and camps at Gower with Ken Rehr have seen growth.

Review Recent Request for Fundraising Activities at Burr Ridge Community Center

Pacanowski presented an application for fundraising activities at the Burr Ridge Community Center because the application came in just prior to the Board Meeting. Pacanowski’s recommendation is to deny the application for the following reasons:
1. A not-for-profit agency must either be a governmental agency, have a registered office within the boundaries of the Park District, or have a specific connection to the Park District and its mission through partnerships, sponsorships or volunteer services.

2. The Foundation must be a local, national, or international not-for-profit agency.

Fara asked that in addition Pacanowski note on the denial that there is missing information on the application.

Caplis asked that Pacanowski make additional changes to the denial as noted:

Additionally, the applicant did not submit required documentation for formal consideration as a not-for-profit, specifically Articles of Incorporation as a Not-For-Profit Corporation with the Illinois Secretary of State, Registration with the Illinois Attorney General as a Charitable Organization, and an IRS Determination Letter for 501(c)(3) exemption, or, if pending, IRS Form 1023.

**APPROVAL OF BILLS**

Malloy asked if the oven has been fixed.
Campbell responded that it has been repaired.

Malloy asked for verification of the Dell Rhea Chicken Basket bill for $1,250.00
Campbell responded that this was for a senior social luncheon for 120 people.

Caplis asked for verification of the alarm system bill for $453.00.
Janusz responded that this is for services not covered under the maintenance agreement.

Lawrence asked for verification of a salary survey for $100.00
Pacanowski responded that the survey is in preparation for next month’s regular meeting full time salary review information.

Malloy moved, seconded by Caplis to Approve the March bills.

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

**ADJOURNMENT**

Caplis moved, seconded by Malloy and unanimously approved to adjourn the regular meeting at 7:27 pm.

Respectfully submitted,

Sherry Stednitz Recording Secretary