

**Burr Ridge Park District
Regular Meeting
March 8, 2021**

REGULAR MEETING

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, Lawrence, Paulius, Quigley
Via Electronic	Malloy
Also present:	Jim Pacanowski, Director
	Jamie Janusz, Superintendent of Finance
	Lavonne Campbell, Superintendent of Recreation

Approve March 8, 2021 Agenda

No changes were made to the Agenda.

Approve February 8, 2021 Regular Meeting Minutes

Caplis moved, seconded by Malloy and approved by roll call vote to Approve the February 8, 2021 Regular Meeting Minutes.

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

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further in addition to the written report.

REPORTS

Director of Parks & Recreation

Nothing further added to the written report.

Superintendent of Finance

Janusz notified the Board that a check in the amount of \$5,136 was received from PDRMA which was due to a distribution of a million dollars divided amongst all agencies due to the COVID pandemic. The amount distributed to each agency was based on a formula using years of membership and the annual contribution to PDRMA.

Recreation Division

Nothing further added to the written report.

UNFINISHED BUSINESS

Review Willis Tower Concept Drawing for Rt. 66 Replacement Project

Pacanowski presented updated images of the Willis Tower Concept. There will be interstate decals on the slide on the topside. On the bottom of the slide iconic signs will be placed and that is where the Del Rhea Chicken sign will be placed. Agreements will be signed in the near future for this portion of the project.

Caplis asked if the long slide chute will have a stopper as shown. Pacanowski responded that it will be a 3 foot diameter slide and will have a mandatory safety piece to prevent climbing up the outside of the slide.

NEW BUSINESS

Review Projected Year End Budget Figures for FY 20/21

Pacanowski presented a summary projecting year end budget figures for FY 20/21. Pacanowski stated that the pandemic did not impact many non-program direct expenditures but did impact revenue. The impact this year is anticipated at +\$250,000 to aggregate operational fund balances. That number represents conservative, frugal, fixed, overhead costs, a small full time force, and the fact that most expenses from the Recreational Services side exist only when using services such as supplies and part time staff. Predictive and precise actions were able to save costs. Unemployment payout was also an obligation that was not a requirement for the park district which also enabled savings. Two full time positions were also furloughed at a savings of \$42,000 while still maintaining some part time services from these positions while on unemployment.

Pacanowski provided a snapshot of Revenue and Expenses from the previous year to this year during the COVID pandemic.

<u>Last Year Fees Revenue</u>	<u>COVID Pandemic Fees Revenue</u>	<u>Percent Reduction</u>
\$750,000	\$166,500	78%

<u>Last Year Red Fund Exp</u>	<u>COVID Pandemic Rec Fund Exp</u>	<u>Percent Reduction</u>
\$1,600,000	\$472,000	72%

Quigley stated that a plan was previously in place to work the fund balances into operations as fund balances were too high. Once things settle down in a couple years, that program will need to be started up again.

Caplis asked for verification of the Woods Pool \$19,000 loss. Pacanowski responded that the \$19,000 loss is from the last full operating year.

Review Woods Pool Operational Status for 2021

Pacanowski presented a potential operating budget for Woods Pool 2021 based on limited capacity and COVID safety protocols.

Caplis asked if the estimated loss will be \$45,000

Pacanowski stated that is within projections as a possible outcome.

Quigley asked for verification that Pacanowski based the estimate for 2021 on 2019 figures.

Pacanowski stated that is correct.

Malloy asked if it is a hot day, if the front desk at Woods Pool will have to turn people away.

Pacanowski stated that those are normally the biggest cash days for the pool and that will not be able to occur due to COVID capacity restrictions.

Malloy asked if capacity will be half of normal capacity.

Pacanowski stated that it is unknown at this time the exact percentage of capacity but it is estimated to be 50% based on current statistics. Pacanowski stated that residents lean towards buying daily pool entries instead of membership due to unknown weather conditions and it is unknown if this trend will be exacerbated due to COVID restrictions.

Malloy asked if there will be someone turning people away at the door if capacity is reached during the day.

Pacanowski stated that there will be an attempt to try to have a way to not have a last minute turn away at the door and staff will begin to brainstorm a way such as time limits for daily pool passes, time ranges, etc. to prevent a last minute turning away of an entry to the pool.

Review Preliminary Staff Cell Phone Report

Campbell reported that she negotiated a rate for 4 phones and 1 phone at the pool from AT&T for \$232.87 and Verizon for \$210.00. Since service is already through AT&T, Campbell will return to AT&T to negotiate meeting Verizon's rate. If not, the difference is only \$20.00 which will not be worth transferring everything to a new service.

Lawrence stated that this price is down from \$301.00 which is a great reduction and thanked Campbell.

Approve IRS Mileage Reimbursement for 2021

Malloy moved to Approve IRS Mileage Reimbursement for 2021, seconded by Caplis, and approved by roll call vote.

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

Schedule Fara Family Park Renaming Dedication for April 3, 2021

Pacanowski notified the Board that Tim Fara's daughter is in from overseas for two weeks and the park dedication will therefore be scheduled during that timeframe. The

park dedication will be scheduled for 11:00 am on April 3rd. If weather forces a cancellation, it will be re-scheduled for April 10th at 11:00 am. Please RSVP as there will be pizza ordered. Please meet at the park, lunch will be held under the gazebo. No park business will be discussed.

APPROVAL OF BILLS

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

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

ADJOURN TO EXECUTIVE SESSION

Malloy moved, seconded by Caplis and approved by roll call vote to Adjourn to the Executive Session for the Purpose of Discussing Personnel Matters Involving Specific Employees of the Park District at 7:18 pm.

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

RECONVENE TO OPEN MEETING

Caplis moved, seconded by Paulius and unanimously approved to reconvene to the regular open meeting.

The Board arrived at consensus that the District will commence Woods Pool operations for the 2021 operating season.

ADJOURNMENT

Malloy moved, seconded by seconded by Caplis and unanimously approved to Adjourn the Regular Meeting of the Park District at 8:08 pm.

Respectfully submitted,

Sherry Stednitz
Recording Secretary