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 May 13, 2019 Agenda

No changes were made to the Agenda.

April 8, 2019 Regular Meeting Minutes

Caplis moved, seconded by Malloy and approved by roll call vote to approve the April 8, 2019 Regular Meeting Minutes.

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

April 8, 2019 Executive Session Meeting Minutes

Caplis moved, seconded by Fara and approved by roll call vote to approve the April 8, 2019 Executive Session Meeting Minutes.

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

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to Correspondence

REPORTS

Director of Parks and Recreation
In addition to the written report, Pacanowski notified the Board that the concrete for the leak at Woods Pool would be poured on Tuesday, May 14th. Everything is proceeding according to schedule.

Fara asked that water usage be monitored for 2019 vs. 2018.

Pacanowski anticipates water consumption to be significantly less due to the leak being repaired. If there is any small remaining leak, it is believed to have been leaking for some time and we will weigh the significance over the course of the seasons.

Lawrence asked for verification that the two main leaks were in the kiddie pool and the main pool.
Pacanowski responded that they were.

Superintendent of Finance

Nothing further added to the written report.

Recreation Division

Nothing further added to the written report.

UNFINISHED BUSINESS

Potential Annexation Sites Boundary Discussion

Pacanowski referenced a previously submitted map of potential parcels for annexation and informed the Board that the few remaining potential annexation properties were already in the park district boundaries.

Caplis asked for verification that Parcels #4 and 5 are already in Burr Ridge Park District boundaries.
Pacanowski replied that is correct.
Caplis asked why the Village of Willowbrook has not annexed the parcels within their boundaries into their park district.
Pacanowski responded that there is not a park district in Willowbrook, and they are already within the Village boundaries.

Caplis asked if Parcel #1 is in Unincorporated Hinsdale.
Janusz responded that Parcel #1 is in Downers Grove Township.

Lawrence asked if I live in Section 1 am I charged a Resident or Non-Resident rates.
Pacanowsk responded that you would be charged a Non Resident rate.

Lawrence asked if you track that.
Pacanowski responded Yes that is always tracked.
Lawrence – the only way there would be incentive for a Referendum is if they were aware.
Pacanowski responded that for the most part the non-resident fees are approximately $3 higher because there are a lot of good things our non-resident participation does for the program. A non-resident would have to sign up for a lot of programs in order to have an incentive for a referendum for taxes.

Janusz added that there was a time that there was no hydrant or water available in the Falling Water Subdivision. They were unincorporated at the time, annexed into the village for the water because there was a fire in a home, however, they did not annex into the park district which was by petition. The park district was literally next door at the time.

**NEW BUSINESS**

Adopt FY2019-20 Budget In Tentative Form

Pacanowski presented an updated chart reflecting the Budget Recap for FY2019/20 for adoption.
Quigley stated that the projection to refinance was for 2021.
Pacanowski responded that it was thought to be needed in 2020 and will need to be revisited in this fiscal year. Decisions will need to be made at the earliest a year from now.

Caplis asked if the tax revenue was received from Cook and DuPage County and reflected in these budget numbers.
Janusz stated that the first distribution for 2017 will be arriving June 1st. Revenue is received in small increments.

Caplis moved to Adopt FY2019-20 Budget in Tentative Form Subject to Executive Session Full Time Salaries. Seconded by Fara and approved by roll call vote.

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

Set Public Hearing Date for Budget & Appropriations For June 17, 2019

In order to satisfy the legal 30 day notice, Caplis moved to Set the Public Hearing Date for Budget & Appropriations for June 17, 2019 at 6:30 pm. Seconded by Lawrence and approved by roll call vote.

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

Review Partial School Year Program Evaluations

Pacanowski informed the Board that evaluation responses received to date have 3 different response rates. Cooking classes received approximately 57% response rate, preschool 25% and basketball 7%. Comments were not seen on programs from last summer. Program evaluations are a good instrument to measure program success and staff will continue to work on improving response rates.
Fara asked how many responses were received for the basketball program as 67 went out. Campbell replied that 5 responses were sent. Pacanowski added that it is not uncommon for evaluations not to be sent back for programs. Several reminders were sent out asking for evaluations for programs.

Fara stated that 3 stated there was a satisfactory rate given for the basketball program. Pacanowski responded that some of that is due to program schedule, fee charge, quality of supplies and equipment, and location of the program which is unavoidable. The Hinsdale South Field House is dark, dingy and is limited bleacher seating. The response must be applied to the situation and whether or not it can be remediated.

**APPROVAL OF BILLS**

Fara asked for verification for the ice rink water and landscape bill for $1,000. Pacanowski responded that this was to landscape the site. There are 2 different charges to the Village for water. One is for a water charge for landscape, the other is for the ice rink.

Fara asked for verification that the refunds are for people withdrawing from programs. Janusz responded that these are for withdrawals. Campbell added that two people had to withdraw from a trip.

Caplis asked for verification for Frank’s Tree Service for $850. Pacanowski responded that it was for the tree removal associated with the train bench.

Caplis asked for verification of playground resurfacing park accessibility. Pacanowski responded that this was the Homestead Hill Recreation Fund Accessibility Component.

Caplis asked for verification of two bill for $600 for CHIBA, April 12th. Campbell responded that one is for the deposit, the second is for the final payment for a senior social event.

Caplis asked for verification of Costco $360 membership bill. Janusz responded that there are 13 people on the membership.

Caplis asked for verification of a new belt swings. Pacanowski responded that this is for Harvester and Stevens Parks and a few extra.

Caplis asked for verification of the Concession Building Prepay 2019/20 bill for $1,670.03. Pacanowski responded that this is for the de-winterization of the concession building, turning the water on, cleaning, etc.

Caplis asked if the concession stand serves hot food. Pacanowski responded that it does.
Caplis asked if there is a letter of agreement for the concession stand.
Pacanowski responded that there is a letter of agreement it was not a full contract this year.

Caplis asked for verification of Prepaid printer, prepaid server. Janusz responded that this is budgeted for next fiscal year, however this item came down in price $3,000 if it was purchased in April.

Fara moved, seconded by Malloy and approved by roll call vote to Approve May bills.

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

ADJOURNMENT TO EXECUTIVE SESSION

Adjourn to Executive Session For The Purpose of Discussing Full Time Salaries

Malloy moved, seconded by Fara and unanimously approved to adjourn to Executive Session for the purpose of discussing full time salaries at 7:01 pm.

Fara moved, seconded by Caplis and unanimously approved to adjourn the Executive Session at 7:26 pm.

REGULAR MEETING

Motion to Include Wage Changes In The FY 19/20 Budget Adopted in Tentative Form

Caplis made a Motion To Include Wage Changes In The FY 19/20 Budget Adopted in Tentative Form in accordance with the Director’s recommendation of 3% to each of the five full time positions. Seconded by Lawrence and approved by roll call vote.

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

ADJOURNMENT

Malloy moved, seconded by Fara and unanimously approved to adjourn the regular meeting at 7:28 pm.

Respectfully submitted,

Sherry Stednitz Recording Secretary