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, Quigley
Absent: Malloy
Also present: Jim Pacanowski, Director
Superintendent of Finance, Jamie Janusz

APPROVE

January 8, 2018 Agenda

No changes were made to the Agenda.

December 11, 2017 Regular Meeting Minutes

Fara moved, seconded by Lawrence and approved by roll call vote to approve the December 11, 2017 Regular Meeting Minutes.

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

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to the written correspondence.

REPORTS

Director of Parks and Recreation

In addition to the written report, Pacanowski informed the Board that Sharon Comstock has access to a large amount of historical information regarding the history of the Harvester Park site, including first person journal entries which will help to enhance the experience of the Craigmile Farm Project element.

Superintendent of Finance

Nothing further was added to the written report.
Recreation Division
In addition to the written report, Pacanowski reported that the park has been at a slower pace due to the holiday season but has picked up again with preschool starting back up.

UNFINISHED BUSINESS
No Unfinished Business

NEW BUSINESS

Discuss & Approve Capital Development Spending Plan for Parks & Facilities 2018 - 2028

Pacanowski previously distributed the Master Plan for Parks & Facilities 2018 – 2028 and stated that it is at the Board’s discretion to Approve Capital Development Spending at this Board meeting.

Quigley asked for more time reviewing the Master Plan.

Pacanowski will put this item back on the Agenda for the February regular meeting.

Review Grounds Maintenance & Facility Service Contract to the Lowest Responsible Bidder, Andy’s Landscaping, Inc.

Pacanowski presented both bids as submitted.

Fara asked if D&J was the only other bidder. Pacanowski responded that a third company submitted a FOIA request which was completed, however, no bid was submitted, and a couple of additional phone inquiries were made about the bid from other unnamed companies.

Fara commented that mowing services for D&J were very far off from Andy’s Landscaping.

Pacanowski responded that it is assumed that at least some mowing services were bid on incorrectly by D&J Landscape, where they really did not understand park boundaries nor made any attempt apparently to find out. There was a phone number listed on the bid packet if there were any questions regarding the bid.

Fara added that the impression from the bid is that D&J never physically came out to the park district properties prior to bidding on the contract.

Pacanowski added that the separation rate differences were the greatest on the mowing portion of the bid, but that other separation points were also important in the analysis.
Award Grounds Maintenance & Facility Service Contract to the Lowest Responsible Bidder, Andy’s Landscaping Inc.

Lawrence moved to Award Grounds Maintenance & Facility Service Contract to the Lowest Responsible Bidder, Andy’s Landscaping Inc., seconded by Fara and approved by roll call vote.

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

Approve Ordinance 18-1 providing for the issue of not to exceed $1,425,000 General Obligation Limited Tax Refunding Park Bonds, Series 2018, of the Burr Ridge Park District, DuPage and Cook Counties, Illinois, for the purpose of refunding certain outstanding bonds of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, authorizing the execution of an escrow letter agreement in connection with said refunding and authorizing the sale of said bonds to the purchase thereof.

Caplis asked if the agreement is necessary due to the high interest Bond Market.

Janusz responded that RW Baird will watch the market and when it goes down they can move quickly.

Pacanowski added that this document would put them in a position to move quickly within the parameters set within the document, without waiting for the Board to reconvene for another meeting to vote again in order to capture the lower interest rate before it goes up again.

Quigley asked if it is normal to incorporate the margins the Board would like to set for the percentages.

Janusz responded that it is not to exceed $1,425,000.

Lawrence clarified that it is not the amount of the bond, but the interest rate percentage for the bonds that need to be set.

Janusz added that the percentage proposed is 2-3 percent with 3 percent being the maximum.

Pacanowski added that for the record the ceiling for the parameter, per Board directive, will be 3%.

Lawrence asked for verification that if the percentage is 3.8%, there is no incentive to issue the bond at that rate.

Janusz responded no, the savings have to be at least 2.5%.

Lawrence asked for verification that RW Baird searches for an interest rate that is acceptable, but does not pull the trigger on the bond until it is accepted by the park district.

Pacanowski stated that there may be some speculation on the part of RW Baird, for instance, if the interest rate is acceptable but it is felt that the market may get even better in a week, we may wait another week.

Janusz added that Andrew Arndt of RW Baird would telephone the park district that there is an acceptable interest rate and ask for permission to proceed.
Pacanowski stated he would then notify Board Members individually and wait for a consensus to proceed.

Caplis moved to Approve Ordinance 18-1 providing for the issue of not to exceed $1,425,000 General Obligation Limited Tax Refunding Park Bonds, Series 2018, of the Burr Ridge Park District, DuPage and Cook Counties, Illinois, for the purpose of refunding certain outstanding bonds of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, authorizing the execution of an escrow letter agreement in connection with said refunding and authorizing the sale of said bonds to the purchase thereof, seconded by Lawrence and approved by roll call vote.

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

Approve Ordinance 18-2 Amending and Restating a Sexual Harassment Policy

Pacanowski reported to the Board that a new law was put into effect stating that all entities need to have a policy in place for sexual harassment. The Burr Ridge Park District has had and continues to have a Sexual Harassment Policy.

Caplis moved to Approve Ordinance 18-2 Amending and Restating a Sexual Harassment Policy, seconded by Fara and approved by roll call vote.

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

APPROVAL OF BILLS

Caplis asked for verification of the Legal Symposium bill. Pacanowski responded that it is for the Hamburger University (Oak Brook) classes through IAPD to learn about the year in review court cases and other legal ongoings that affect park districts.

Fara asked for verification of the Ellis bill for $4,725.00. Pacanowski responded that this bill is for the upcoming season at Woods Pool but will not show up until next fiscal year.

Caplis moved, seconded by Fara to Approve the January bills.

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

ADJOURN TO EXECUTIVE SESSION

Adjourn to Executive Session for the Purpose of Discussing Litigation and Reviewing/Releasing Executive Session Minutes

Fara moved, seconded by Lawrence and approved by roll call vote to Adjourn to Executive Session for the purpose of discussing litigation and releasing executive session minutes at 6:56 pm.

Ayes: Caplis, Fara, Lawrence, Quigley       Nays: None       Abstain: None
RECONVENE TO OPEN SESSION

Caplis moved to Reconvene to Open Session at 7:05 pm, seconded by Fara, and approved by roll call vote.

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

Motion to Release Certain Executive Session Minutes

Caplis moved to Release Executive Session Minutes except for Jiotis Litigation, and Employee Compensation Zalud, seconded by Fara and approved by roll call vote.

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

REGULAR MEETING

Fara moved, seconded by Lawrence to Adjourn the Regular Meeting at 7:06 pm.

Respectfully submitted,

Sherry Stednitz
Recording Secretary