REGULAR MEETING

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:33 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
Members of the Burr Ridge Community Park Foundation

APPROVE August 20, 2018 Agenda

Item IIC Approve June 26, 2018 Public Meeting Minutes was added to the Agenda.
Item VIIC, Community Center Building Rental was added to the Agenda

July 16, 2018 Regular Meeting Minutes

Caplis moved, seconded by Fara and approved by roll call vote to approve the July 16, 2018 Regular Meeting Minutes.

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

June 26, 2018 Public Hearing Minutes

Caplis moved, seconded by Fara and approved by roll call vote to approve the July 26, 2018 Public Hearing Minutes.

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

OPEN FORUM

Members of the Burr Ridge Community Park Foundation introduced themselves. New Foundation member Mari Pena is a Willowbrook resident who volunteers her time for the Foundation and manages the website and registration for activities through PayPal. Recent member Michal Ploskonkas moved to the area with his wife and two children 3 years ago. One of the reasons the family moved here was to be near bicycle trails and he participated in Pedal the Parks and became involved in the Foundation because of that.
Barbara Dohrman presented a check for $5,000 to the Board to be used for the Homestead Hill Playground Project. The Foundation is amazed at the scope of the project and look forward to the completion and are glad to help.

The Board and Pacanowski thanked the Foundation for the donation. This contribution will help make it possible to not let a few dollars get in the way of the completion of a great project and it is truly appreciated.

The project is scheduled for completion by Harvest Fest, however, the project will not be rushed in order to get it completed by a certain date. There will be a plaque which will recognize several people who have donated to this project. However, in addition there will be some type of separate recognition that will go along with the motif of the project that will recognize the Foundation separately.

**CORRESPONDENCE**

Nothing further added to the written report.

**REPORTS**

**Director of Parks and Recreation**

In addition to the written report, Pacanowski distributed copies of a report from the Illinois Prairie Research Institute that monitored a section of the wetlands and reported on the many different types of birds and wetland plant species in that one section of wetland. It was a very favorable report with very few invasive plant species.

Quigley asked if the study was done on their own. Pacanowski responded that they asked permission to perform the study here as they enjoy the diversity of the wetland area at Harvester Park.

**Superintendent of Finance**

Nothing further was added to the written report.

**Recreation Division**

In addition to the written report, Campbell reported that Carol Tomany will be retiring from her duties as Preschool Director. She will still serve as a substitute as needed. Campbell will be acting as Director this year. Campbell would like to recognize Tomany for her over 30 years of service at the next Board meeting.

Fara asked if the Director position will be filled in the future. Campbell responded that DCFS has not allowed the park to put the 2 year olds in a preschool program and so that has been separated into a separate program and will be headed by a teacher. In addition, all the other preschool programs are being
streamlined and each one will have a teacher in charge of the program. It is not known if there will be a need for a Director based on the fact that each group will be separate and streamlined, which will also save money. In addition, Gower is now offering preschool classes which are free which has had an impact on our enrollment for 3 and 4 year olds.

Campbell notified the Board that Ellis completed the pool audit on Thursday. Caplis asked if swim lessons were down due to surrounding area competition. Campbell responded that competition is having an effect on swim lesson registration, however, overall total income has balanced out and is similar to last year.

Fara asked if the weather was conducive to daily fees. Campbell stated that good weather brings in more daily fees.

Lawrence asked if there was a switch in family or individual membership. Campbell responded that there were additional memberships received for the 1/2 price membership after the half way point of the season.

Pacanowski added that it is tenuous nature for the pool being weather dependent.

Lawrence asked if Fallball numbers are comparable to last year. Pacanowski responded that total number of teams are down by a couple, however, the market is extremely tough for Fallball so taking this into consideration numbers for Fallball are excellent.

Fara stated that during the previous couple Saturday morning Yoga classes, the rooms were extremely dirty and class participants needed to sweep and clean the floors before being able to put down yoga mats. Pacanowski will look into this and report back to the Board. If there is a rental on a Friday night, it is up to staff to ensure the renter puts the room back in order. If not, it is on park district staff to charge security deposit and then put the room back to proper order.

**UNFINISHED BUSINESS**

**Homestead Hill Playground Update**

Pacanowski informed the Board that the playground area has been demo'd and the main drain line has been installed. Boulders are being installed today. Fara asked if all construction material is on site at this time. Pacanowski responded that all material is currently in the Wick Building.

**NEW BUSINESS**

**Woods Pool Capital Repairs Discussion**
Pacanowski informed the Board that the pump will need the motor replaced. Motors have 3-4 years of useful life which is reduced any time the power is interrupted. This motor was already rebuilt 1-1/2 years ago. A spare motor was put it when the pump went down.

Fara asked if the motor was rebuilt to put in.

Pacanowski responded that a spare was ready to go in.

Caplis asked if the motor that broke will need to be replaced or rebuilt.

Pacanowski responded that the motor that broke was already rebuilt once. It needs to be replaced.

Pacanowski informed the Board that in addition to the broken pump, there is a leak in the water line in the kiddie pool. Investigative work was done to verify that the leak was not the patch in the center crack of the pool but it is in the water line of the kiddie pool.

Caplis asked if it would be best to just close the kiddie pool instead of repairing the leak.

Lawrence stated that the kiddie pool is heavily used.

Pacanowski added that the kiddie pool has been shut down for about 3 weeks of the season and the estimated cost of repair window is approximately $5,000-$7,500.

Lawrence asked if a flex pipe can be used to be put through the broken pipe line without cutting any cement.

Fara asked if it is the water pipe that is cracked.

Pacanowski responded that it is not known for sure what or where the leak is occurring, only that it is occurring somewhere in the water line to the kiddie pool.

Lawrence asked if it was felt that this is a catastrophic event, or if water was being lost a little over a long period of time.

Pacanowski responded that it is not believed to be a catastrophic event. The Village has a new meter which is very efficient and accurate for water use. It is possible the line has been leaking over a long period of time without our knowledge due to less effective Village water meters.

Lawrence asked if the leaking pipe could have been the cause of the pine tree loss.

Pacanowski responded that the pine tree had reached its life span.

Caplis asked if the leak is on the west end.

Pacanowski responded the leak is on the southwest end.

Lawrence stated that the slab has settled and possibly has pinched the water line.

Quigley asked Pacanowski what was needed from the Board.

Pacanowski stated that if the Board wants to open the kiddie pool next season then direction is needed to proceed.

Caplis stated that if work starts and it is found that estimates exceed the $5,000 anticipated and it is estimated to be closer to $10,000 than the Board needs to know.

Caplis stated that the trees are becoming overgrown at Woods Pool. Pacanowski stated that the worst of the trees at Woods Pool and all of the parks are being tended to.

Approve Agreement for M&M Concessions Fallball

Pacanowski informed the Board that this Agreement is for Fall Baseball that we get a percentage of and is the same agreement as each year with no changes.
Malloy moved to Approve the Agreement for M&M Concessions Fallball, seconded by Caplis and approved by roll call vote.

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

Community Center Building Rental

Caplis asked for an update on the medical facility renting the building to perform testing. Pacanowski responded that the paperwork was never submitted for that rental.

Caplis stated that if there is ever a rental permitted there must be a disclaimer on any pamphlet or leaflet that they distribute stating that "This is not sponsored by the Burr Ridge Park District". All flyers would need to be approved by the park district for these rentals to ensure this disclaimer is on their material. Pacanowski will discuss this subject with the attorney to ensure that proper procedures are followed to accomplish this.

Fara asked if there are fees above and beyond a security deposit for rentals. Pacanowski responded that there are additional fees for rentals over a certain amount of people, there are fees for hours used for set up time and clean up time, and there are additional fees for alcohol insurance.

APPROVAL OF BILLS

Caplis asked for verification of $2,240 chess bill. Campbell responded that this was for 18 participants for chess class through Afterschool Solutions. 
Caplis asked if this was for the entire year. Campbell responded that this is for 1 class and the park district receives 20%.

Caplis asked for verification of RPZ test. Pacanowski responded that this is for Glinke plumbing and that the Park District has 6 RPZ'S.

Caplis asked for verification of the bill for Jorge Gomez. Campbell responded that it is for the Cruisin’ 66 show and will be reimbursed.

Caplis asked for verification of Uniform Convictions bill. Pacanowski responded that this is for the background checks for all employees which need to be done on every employee every year.

Caplis asked for verification of the Sam’s Club bill for concession for $1,271. Campbell responded that this is for Woods Pool concessions.

Caplis asked for verification of the Bank Fees $500 bill for Sam’s Club. Campbell responded that this is for 10 memberships, however, we receive approximately 480 to 500 free spending points.
Lawrence stated that you would receive those free points because of your spending regardless and would pay less if you had less number of memberships. Campbell responded that several people are needed to go to Sam's based on availability and need. After School Care, Cooking, Senior and Office Departments all need to make purchases at Sam's Club for supplies. It is difficult to find 1 person who is free to make a run each time purchases are needed.

Caplis asked for verification of Palisades $1,400 for grading. Pacanowski responded that this is for grading for remediating some water retention properties at the ice rink.

Caplis asked for verification of the water bill for Harvester Concession Bill for $3,300. Pacanowski responded it is larger in the summer because of the open restroom in the concession stand and the splash pad.

Caplis asked for verification of the GoDaddy bill for $330. Campbell responded that this was for the website.

Lawrence asked for verification of the Brighter Electric Pump bill for $415. Pacanowski responded that it is for the electrical hookups to the pumps being put in and out for labor.

Fara moved, seconded by Caplis to Approve the August 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