

MINUTES OF THE PUBLIC REGULAR MEETING OF THE PLEASANT DALE PARK DISTRICT  
WEDNESDAY, FEBRUARY 14, 2024 – 6:00 PM  
WALKER PARK RECREATION CENTER  
7425 SOUTH WOLF ROAD, BURR RIDGE, ILLINOIS

1. Pledge of Allegiance

2. Call to Order/Roll Call: Present: Commissioners: Todd Davis, Patrick Gierut, Jennifer Hennessy, David Gallagher, and Thomas Raschka.

Also present: Executive Director Matt Russian & Attorney Joseph Cainkar

3. Consent Agenda items a - c. Monthly Business (**Items a - c on the consent agenda will be approved with one motion; Board Members with questions should call Matt prior to the meeting.**)

a. Minutes of the January 10, 2024 meeting

b. Minutes of the January 10, 2024 Executive Session

c. Financial Statements presented to the Board of Park Commissioners for January 10, 2024 in the amount of \$65,736.37 for accounts payable and \$56,382.87 for employee payroll.

**MOTION**

Mr. Gallagher made a motion to approve items a - c. Seconded by Mr. Raschka. All Ayes. Motion passed.

4. Open Forum (Limited to 15 minutes, 5 minutes per speaker)

5. Old Business

5A - Update on potential sale of LTHS Willow Springs property – Nothing to report at the present time.

5B - Board Action on proposal from Wight & Company for Design and Engineering Services for New Walker Park Maintenance Facility in the amount of \$210,000

Mr. Russian reported that he and Tony Cavazos met with the Wight and Company team to discuss different issues in relation to the construction of the new maintenance facility. Mr. Russian also relayed to Wight & Company the Board's concerns regarding pricing.

There was a lengthy discussion about a previous sketch of the building provided by Mr. Cavazos, monies which could be dedicated to this project, the size and location of the building, materials to be used in the construction, possible discussions with Burr Ridge, sewer issues, village input, demolition of the house on the property, soil borings, filling in the basement, and concerns about a storage tank.

Wight & Company needs permission to start working on the project so they can provide a better estimate of the costs involved. They have also offered to attend a board meeting to answer any questions the Board may have. Wight & Company's original proposal was \$228,000 but was reduced to \$210,000.

**MOTION**

Mr. Gierut made a motion to approve the proposal from Wight & Company for Design and Engineering Services for New Walker Park Maintenance Facility in the amount of \$210,000. Seconded by Ms. Hennessy. All Ayes Motion passed.

## 6. New Business

### 6A - Board Action on Resolution 2024-1: Approving changes to Section III and Section IV of the Employee Manual of the Pleasant Dale Park District

Mr. Russian reported he spoke to Beth in Mr. Cainkar's office regarding the potential for the paid leave ordinance coming into effect. There were several planned changes, but we are waiting on those until further clarification is received from Cook County. In Section III-E job performance and attendance provisions were added. In Section IV-regarding sick days, there is no real change, just different verbiage which clarifies the procedures that have been in place. Regarding holidays, the "spring holiday" is now listed as a floating holiday. Regarding vacation, if and when we get a decision on the Cook County Ordinance, it will probably be referred to as personal time, and we will monitor the part-time employees as required.

The only thing we have kept from that planned language changes regarding the paid leave is that full-time employees need to wait 90 days to take vacation time.

#### **MOTION**

Mr. Gallagher made a motion to approve Resolution 2024-1: Approving changes to Section III and Section IV of the Employee Manual of the Pleasant Dale Park District. Seconded by Mr. Davis. All Ayes. Motion passed.

### 6B - Board Action on Ordinance 2024-1: Amending Park Policy Manual, Article II, Park Usage Rules and Regulations, Section B, Subsection 30

Mr. Russian reported that someone was ice fishing out on Lake Carriage Way. We discussed this issue with PDRMA and Attorney Joseph Cainkar. This would prohibit any permanent and/or temporary structures within the park system.

#### **MOTION**

Mr. Gallagher made a motion to approve Ordinance 2024-1: Amending Park Policy Manual, Article II, Park Usage Rules and Regulations, Section B, Subsection 30. Seconded by Mr. Raschka. All Ayes. Motion passed.

### 6C - Board Action: Review and Approval of Updated Employee Handbook

Mr. Russian referred the Board to the electronic copy stating that it has been updated with items that have been approved as of today and over the last two years, including items added directly related to the pursuit of Distinguished Agency. Everything that has been approved is now updated in the manual.

#### **MOTION**

Mr. Gierut made a motion to Approve the Updated Employee Handbook. Seconded by Ms. Hennessy. All Ayes. Motion passed.

### 6D - Board Action: Review and Approval of Updated Park Policy Manual

#### **MOTION**

Mr. Raschka made a motion to approve the Updated Park Policy Manual. Seconded by Ms. Hennessy. All Ayes. Motion passed.

**6E -** Board Action on proposal from Tigris for new diffuser system and fountain at Lake Carriage Way in the amount of \$26,720.13

Mr. Russian explained that we have struggled for years with the aerators and electric at Lake Carriage Way. The quote is for a new diffuser system which will result in better oxygenation, more water turnover, and improved water quality. There will be 6 diffuser locations throughout the lake that provide more oxygen which is better for the fish. There will also be a new, large fountain installed in the middle of the lake. This expense will be paid out of this year's fiscal budget, and a discount will be applied if paid for in February of this year.

**MOTION**

Mr. Gallagher made a motion to approve the proposal from Tigris for new diffuser system and fountain at Lake Carriage Way in the amount of \$26,720.13. Seconded by Ms. Hennessy. All Ayes. Motion passed.

**6F -** Board Action on Pay Application 7 from George's Landscape, Inc. for the Soehrman Park Playground Project in the amount of \$45,077.16

Mr. Davis complimented their work. Mr. Russian explained this is the last bill. His Bid price was \$440,000. With this payment we will come in at \$430,000, because we didn't use all of the contingencies. We have saved approximately \$10,000.

**MOTION**

Mr. Davis made a motion to approve Pay Application 7 from George's Landscape, Inc. for the Soehrman Park Playground Project in the amount of \$45,077.16

**6G -** Board Action on proposal from Sikich for audit services in 2024, 2025, and 2026 in the amount of \$21,000, \$22,050, and \$23,150 respectively

The Park District has worked with Sikich for approximately 10 years. Mr. Russian received an electronic copy today. Sikich is planning on attending the March meeting to present the FY24 audit results.

Mr. Russian explained that there is a 7 percent jump from what was paid this year to the proposed first year and then there is a 5 percent increase in year 2, and then a 4.75 percent increase in the third year. In the last agreement, prices increased 3 percent annually. Mr. Russian will discuss these increase issues with Sikich prior to the March meeting.

**7.** Flagg Creek Golf Course Report – Nothing heard – The January meeting was canceled

**8.** Pleasant Dale Parks District Foundation Report – Nothing heard

**9.** Staff Reports

a. (Staff reports are provided as information only)

The Board complimented the staff reports.

**10.** Additional Items

There was a brief discussion regarding Santa Fe Park. There will be a community open house meeting on Monday at 6:00 p.m. to review playground equipment proposals and provide feedback on design.

Mr. Russian explained that they met with the design team from Wight. There was a brief discussion regarding different suggestions about the design of Santa Fe Park. Mr. Gallagher noted that there's excitement coming from the neighborhood as residents are excited about the planned renovations.

**11. Board Member Comments**

**12. Executive Session: Kee Construction vs. Pleasant Dale Park District Case No. 2021L003899**

**MOTION**

Mr. Raschka made a motion to go into Executive Session for the purpose of discussing the Pending Litigation, Kee Construction vs. Pleasant Dale Park District Case No. 2021L003899. Seconded by Mr. Gierut. All Ayes. Motion passed.

(Whereupon the Board went into Executive Session at approximately 6:26 pm)

(Whereupon the Board came out of Executive Session at approximately 6:31 pm)

**13. Board Action on Kee Construction vs. Pleasant Dale Park District Litigation Case No. 2021L003899**

**MOTION**

Authorizing the President to sign the mutual general release settlement of all claims in the Litigation entitled Kee Construction vs. Pleasant Dale Park District Case No. 2021L003899

Mr. Gallagher made a motion to have the President sign the mutual general release settlement of all claims in the Litigation entitled Kee Construction vs. Pleasant Dale Park District Case No. 2021L003899. Seconded by Mr. Gierut. All Ayes. Motion passed.

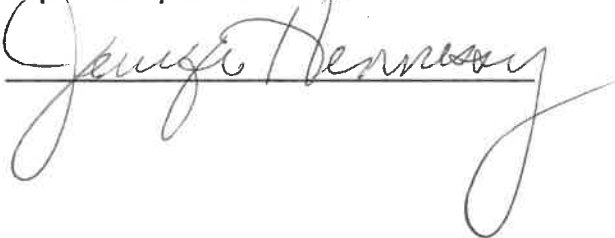
**14. Adjournment**

**MOTION**

Mr. Gierut made a motion to adjourn. Seconded by Mr. Raschka. All Ayes. Motion passed.

(Whereupon the Regular and Executive Session meeting ended at 6:35 pm)

Reported by Carmella Traverso

A handwritten signature in cursive script, appearing to read "Carmella Traverso", written over a horizontal line.