

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
October 20, 2022

President Vastalo called the meeting to order at 6:30pm. Roll call: Andrews, McKay, Hix, McVey, President Vastalo.

Motion Commissioner Vastalo, second Commissioner McKay to approve agenda as submitted. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

District Operations and Activities Update

Executive Director Ron Oestreich reviewed the following Ordinance and Resolutions:

Motion to approve Ordinance 22-05 Budget and Appropriation Ordinance in tentative form and to set a public hearing regarding such Ordinance for 6:45 pm, December 15, 2022 at the Annerino Community Center Board Room.

Oestreich said this ordinance is to announce to the board and the public the hearing at 6:45pm on December 15, 2022 to approve the 2023 Budget.

Motion to approve Resolution 22-25 awarding a contract renewal in the amount of \$29,904.00 for Prairie Trails, River Hills Park, Sunset Park, & Veterans Park to Sebert Landscape of Bolingbrook, IL.

Oestreich said this is a resolution for mowing services for the 4 parks mentioned. We are switching out Freedom Park and adding Veterans Park.

Motion to Approve Resolution 22-26 awarding a contract renewal in the amount of \$208,000.00 to Drendel Property Management of Oswego, IL for Boughton Ridge Golf Course Maintenance Program for 2023.

Commissioner McKay said there was an item highlighted in the bid packet for Drendel Property Management regarding prevailing wages. Oestreich said we will address later in the meeting.

The Board had no questions.

Executive Director Ron Oestreich said Eric Anderson from Piper/Sandler contacted him regarding a future funding opportunity that he would like to present to the District. Oestreich said Mr. Anderson has been a wonderful advocate for the park district for many years and thus invited him to speak to the Finance Committee and then the full Board.

Mr. Anderson talked about future funding for the Bolingbrook Park District. Looking at the projected CPI level of 5%, Mr. Anderson recommends the District exercise its strong DSEB position and issue a potential \$1 million (8-year) bond sale to be used for on-going capital expenses. There were also higher issue totals presented, however the Board wanted to focus on the potential \$1 million issue.

Commissioner Hix asked what the potential interest rate would be and is there a time limit to our ability to issue? Mr. Anderson estimated between 4% and 6% interest and the District could execute this sale anytime between now and February 28, 2023.

The Board would need to give order for a BINA Hearing (Bond Issuance Notification Act) to be held at the December board meeting if they choose to move ahead with this Bond sale.

Executive Director Ron Oestreich said he believes the district should take advantage of it this. It is rare that we have a 5% and DSEB space, and it gives us some much-needed capital infusion.

Commissioner McKay commented that we should have a solid discussion on this soon and move forward with a plan.

The board had no further questions.

Operational Updates

Executive Director Ron Oestreich went back to Commissioner McKay's question at the beginning of the meeting regarding the prevailing wage in the bid specifications for Drendel Property Management.

Chris Corbett, Superintendent of Projects and Planning explained when he helping Chris Finn set up the bid packet it was a reminder to check the prevailing wage rates to see if there were any updates before inserting into bid packet.

Executive Director Ron Oestreich asked the board if they had anything to add or have questions regarding the Strategic Plan. Oestreich commended the board on their work at the last board meeting.

Andrews commented she liked the format and how everything was broken down into stages that are not as overwhelming for the staff to implement over the next 3 to 5 years. Oestreich said he would like to formerly approve the plan at the November Board meeting.

2023 Playgrounds updates – Chris Corbett reported:

- Erickson and Balstrode (remaining two of the referendum). Wood View Elementary School is going to be changing their playground next year. Part of the IGA is for the park district to do the install and the school district will purchase the equipment. Chris will combine all three parks in one bid document to get the best rates for the install process. Lead times are 23 to 24 weeks out. Prices increasing in 2023.
- Oestreich announced tomorrow is Freaky Fun Friday along with a Trunk and Treat event outside and a movie. The event starts at 5:30pm to 8:30pm. Free to the community sponsored by Miejer.

Communication from the Public

None

Unfinished Business

None

New Business

None

Closed Session

President Vastalo made a motion to enter into Closed Session at 7:04pm pursuant to 5 ILCS 120/2 (c) for the purpose of discussing (21) approval or semi-annual review of closed meeting minutes. Second:

Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

President Vastalo made a motion to adjourn from Closed Session at 7:07pm. Second: Commissioner McVey. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

President Vastalo made a motion to continue the Work Shop meeting at 7:08pm. Second: Commissioner His. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Motion to Adjourn

President Vastalo made a motion to adjourn from the Work Shop meeting at 7:09pm. Second: Commissioner Hix Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.
None

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Jake McVey**

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
October 20, 2022

Commissioner Vastalo called the meeting to order at 7:10pm. Roll call: Andrews, McKay, Hix, McVey, President Vastalo.

President Vastalo began the meeting with the Pledge of Allegiance.

Motion Commissioner Vastalo, second Commissioner McKay to approve the agenda. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Motion Commissioner Vastalo, second Commissioner McVey to approve the following meetings:

- Monthly Workshop Meeting Minutes of September 15, 2022
- Closed Session Meeting Minutes of September 15, 2022
- Monthly Board Meeting Minutes of September 15, 2022

Roll Call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Correspondence to the Board from Public

None

Comments from the Public at Meeting

None

Motion to Report on Review of Closed Session Meeting Minutes

Commissioner Mc Vey made a motion to report on the review of Closed Session Meeting minutes, stating that the board has agreed that that the following meeting minutes will remain confidential:

- Thursday, March 17, 2022,
- Thursday, May 19, 2002
- Thursday, September 15, 2022

Second Commissioner Andrews. Roll Call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Attorney's Report

Attorney John O'Driscoll reported the Executive Order has been extended again regarding Disaster Declaration.

Leadership Team Report

Executive Director Ron Oestreich turned the floor over to Lindsey Pollina who introduced Hannah Grise the new Enrichment & Programs Supervisor. Hannah started part-time at the park district in 2020 doing enrichment programming. Previously Hannah worked at Disney and the Museum of Osteology in Orlando, Florida.

Commissioner Hix welcomed Hannah and promised her a challenge.

Executive Director Ron Oestreich introduced Susan Meier, Day Camp/REACH/Enrichment Manager. Susan presented a post season report for Day Camp.

- Day Camp started with all new leadership this year (Susan and two new Coordinators)
- Enrollment numbers almost doubled this year from 2021.
- Took off-site field trips (Movies, Museum of Science & Industry, Haunted Trails and Lincoln Park Zoo).
- Offered in-house weekly entertainment (magician, reptile show, carnival day, EMS demo day).
- Offered rock climbing, nature programs, dance and swimming.
- Some behavioral management issues as well as a higher number of special needs participants.

- 2023 we will be adding some additional behavior management training for counselors, more off-site trips, the junior counselor program, and a specialized teen camp.

Executive Director Ron Oestreich introduced Sara Sielisch, Aquatic Manager. Sarah presented a post season report for the aquatic operation.

- Hired new Assistant Aquatic Manager Gwendolyn Fuesz
- Hired over 200 part-time employees, the biggest number being lifeguards (95).
- Audits for 2022: 4 Stars in March, 5 Stars in June, 4 Stars in July, 5 Stars in August. November will be the last audit for 2022.
- Competed in Lifeguard Games with 50 other park districts.
- Memberships and Attendance: 2,632 summer passes sold, currently have 1,121 annual aquatic memberships, 53,320 total attendance as of end of September.
- Swim lesson attendance is growing (330 as of the end of September).
- Hiring more swim instructors so we can take people off waitlists.
- Summer Swim team has grown with 57 participants and the team received 1st place in our conference. Today we have 77 participants.
- Special events in 2022: Swim like a Mermaid in March with 5 participants, Easter Egg Hunt with 182 participants, Teen Night with over 500 participants in attendance,
- Swim Team Conference was held in July at Pelican Harbor with 4 teams competing and BPD Swim Team won!
- Parties and Rentals: 258 parties as of the end of September and 129 rentals.
- Sarah created a report showing a comparison of the past five years with Pelican Harbor (will email to staff).
- Improvements: resurfaced slides in the indoor pool, resurfaced outdoor drop slide, automatic door for locker room. New floors installed in the bathhouse. New inter tubes. Bathhouse and admission counter tops repainted and new lights in indoor pool.

- 2023 recommendations: new paint in bathhouse, new awning for concessions, new umbrellas or shade structures, new gutters for the slides and catch pool, new vacuum system for outdoor pool, new lap lanes, repaint outdoor pool, new floors in the expansion bathhouse, emergency escape bars for outside gates.

Treasurer's Report

Commissioner Andrews made a motion for the approval of payment of bills including travel reimbursement in the \$688,438.61, subject to audit. Second Commissioner Hix. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Committee Reports

Administration and Personnel – Commissioner Vastalo reported:

- Budget Work Shops scheduled for Thursday, November 10 and Tuesday, November 15 at 5:30pm at Annerino Community Center.
- All audits balanced.

Finance and Technology – Commissioner Hix reported:

Commissioner Hix made a motion to approve Ordinance 22-05 Budget and Appropriation Ordinance in tentative form and to set a public hearing regarding such Ordinance for 6:45 pm, December 15, 2022 at the Annerino Community Center Board Room. Second Commissioner Andrews. Roll Call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Hix commented on the Finance Committee meeting he attended. He said overall the district is still in a very strong financial position. Hix said Tricia Dubiel, Superintendent of Business and Finance worked very hard putting projections together while watching the operations moving forward and as well as our fund balances.

Buildings, Grounds and Natural Resources – Commissioner Andrews reported:

Sebert Landscape has been mowing and line trimming Freedom, Prairie Trails, River Hills, and Sunset Parks with quality results. For 2023, we are eliminating Freedom Park and adding Veterans Park, which is further west and more acres. This quote came in very competitively priced. Staff recommendation is to renew the current agreement.

Commissioner Andrews made a motion to approve Resolution 22-25 awarding a one-year contract renewal in the amount of \$29,904 for Prairie Trails, River Hills Park, Sunset Park, & Veterans Park to Sebert Landscape of Bolingbrook, IL. Second Commissioner McKay. Roll Call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

The bid opening for the Boughton Ridge Golf Course Maintenance Program was conducted on September 15. Drendel Property Management was the only bidder. DPM is the current contractor at Boughton Ridge Golf Course and has done an outstanding job since 2011. This is a one-year contract with two, one-year options to renew at the discretion of the Bolingbrook Park District. The cost for 2023 is \$208,000; the cost for 2024 is \$214,000 and the cost for 2025 is \$219,000.

Commissioner Andrews made a motion to approve Resolution 22-26 awarding a contract renewal in the amount of \$208,000.00 to Drendel Property Management of Oswego, IL for Boughton Ridge Golf Course Maintenance Program for 2023. Second Commissioner McVey. Roll Call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Buildings, Grounds, and Natural Resources Update

Staff has been winterizing pools, the bathhouse, the concession stand, and the expansion building at Pelican Harbor. This completes the outdoor pool shutdown.

Staff continues to do inspections and repairs at playgrounds. We have received more slide parts for Black Hawk playground; staff will make those repairs in the coming weeks.

Fall sports continue and fields are being used for practices and games. Staff has been on top of mowing, painting and cleaning up athletic areas of refuse with the start of all of the groups.

The NRHT crews have been busy performing tree work in all of our parks. They have begun tree removals, grinding stumps.

The turf crew will begin backfilling the stump locations and perform turf repair in October.

The natural resources crew has also completed their initial herbicide treatment for the fall installation of new natural areas.

Project Updates

- BRAC Gym Floor Resurfacing project is complete.
- Pickleball courts at Indian Chase Meadows has been completed and opened to the public.
- Split rail fencing for the playground at DuPage River Greenway Playground & for Indian Boundary Park at the new parking lot will be installed in October.
- The parking lot fixture at Lily Cache West has been installed. Staff was still waiting for ComEd to install the new meter for the light to be operable.
- The new parking lot at Indian Boundary Park has been completed. An additional twenty-five (25) spots was added for a total of forty-seven (47) total spots.
- The new HVAC units at the Buildings & Grounds Facility were installed the week of September 26. Units have passed Village inspections and are fully operable in time for the colder weather.

Recreation & Facilities – Commissioner McKay reported:

Recreation

- Theatre students will be performing “Twas The Opening Night Before Christmas” this December more information on ticket sales will be available next month.
- Enrollment for the 2022-2023 school year has continued to pick up for Pioneer and Jonas Salk. Registration is still on-going, and new participants are being added weekly.
- Freaky Fun Friday is tomorrow night from 5:30 -8:30pm at BRAC.
- Parkie’s Pumpkin Patch is Friday, October 28 from 6:00-8:00pm.

Fitness

- September recorded 2,177 Group Fitness visits for the month which were right on pace with 2019-month end visits.
- Lifestyles Fitness is excited to launch their “Beast Mode” challenge for the month of October. Members can enter our daily challenges and receive their very own Beast Mode T-Shirt at the end.

Adult Trips

- Autumn on the River will be a fun experience for everyone to enjoy a cruise on the Illinois River to experience the beautiful fall foliage.
- On November 16 the group will be heading out to New Buffalo. Participants will enjoy two wine tours, lunch and a stop at the Four Winds Casino on the way home to test our Luck!

Marketing – Commissioner McVey reported:

- The marketing and Lifestyles team are working together to increase member engagement outside of group exercise. The Beast Mode activity calendar was launched in October. Members will begin to see more engagement activities each month to reach those that may not be as active in our group exercise classes. The goal is to keep our members engaged and continue with their membership.

- A special thank you goes out to our Customer Care Team. Customer Service Week was October 3-7. This week is meant to shine the light on those who serve and support our customers every day. Kudos to our team for the work they do.

Golf Course & Ashbury's – Commissioner McVey reported:

Upcoming Events:

- Halloween Scramble – October 22
- Date Night Supper Club – November 3
- Soup & Chili Bar – Monday-Friday 11:30am – 1:30pm

NWCSRA - Commissioner McVey reported:

- The Celebration of Special Recreation (CSR) was held on October 8 starting with a ribbon cutting of the new Sensory Room followed by a variety of different adapted activities. The event was well attended and received by the Bolingbrook community and beyond. A conservative estimate of 750 were in attendance. This was a true collaborative event between NWCSRA, the Bolingbrook Arts Council, Angelic Kindness and the Bolingbrook Park District.
- NWCSRA will be hosting a Halloween Trunk or Treat event with each member agency over the next several weeks. NWCSRA will facilitate a sensory friendly Trunk or Treat or Treat event on October 26 at the NWCSRA Office in Romeoville. They are partnering with Best Buddies of Metro Chicago for this event.
- The NWCSRA 2022 Recognition Dinner Dance will be held on Thursday, December 8 from 6:00 pm to 9:00 pm at the Bolingbrook Golf Club.

Unfinished Business

None

Communications from the Public

None

New Business

None

Announcements

- Commissioner Vastalo wished everyone a nice Halloween.
- Commissioner Andrews said the BHS Raiders are playing their last home football game tomorrow night.


Closed Session

None

Motion to Adjourn

President Vastalo made a motion to adjourn from the regular Board Meeting at 7:46pm. Second Commissioner McKay. All those in Favor "Ayes".

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Jake McVey**