

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
November 20, 2025

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

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

District Operations and Activities Update

Executive Director reviewed the following Resolution and 9 Ordinances:

Resolution 25-28 approving Intergovernmental Agreement for Police Services between the Village of Bolingbrook and the Bolingbrook Park District subject to Attorney review. Selep said there are no changes to the structure of the agreement. The district agreed to provide a 5% increase each year for police services.

Selep reported there are nine ordinances for annexation of properties. The Park District was never added to these properties.

- Ordinance 25-11 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 07-01-35-200-004-0000] into the District.
- Ordinance 25-12 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-07-300-005-0000] into the District.
- Ordinance 25-13 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-16-200-018-0000] into the District.
- Ordinance 25-14 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-20-401-007-0000] into the District.
- Ordinance 25-15 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-20-401-009-0000] into the District.
- Ordinance 25-16 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-21-302-001-0000] into the District.
- Ordinance 25-17 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-21-303-001-0000] into the District.
- Ordinance 25-18 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-28-200-001-0010] into the District.
- Ordinance 25-19 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-28-200-001-0020] into the District.

Selep said there will be a motion to approve the credentials designating delegates to the Illinois Association of Park District's Annual Business Meeting to be held on Saturday, January 31, 2026 at 3:30pm.

Resolution 25-27 authorizing the amount of money estimated to be levied in accordance with the Truth in Taxation Law for the Bolingbrook Park District, Will County, Illinois for the Levy Year beginning January 1, 2025 and ending December 31, 2025 at a proposed estimated aggregate levy of \$11,292,702. Debbie Chase, Director of Business and Technology said in regards to Truth and Taxation the Bolingbrook Park District will not be exceeding 5.00% cap allowed we will only be at 4.99%. The district will not be pursuing Truth in Taxation.

Resolution 25-26 award a contract renewal in the amount of \$227,700.00 to Drendel Property Management of Oswego, IL for Boughton Ridge Golf Course Maintenance Program for 2026 with a two year extension on the contract. Chris Finn, Director of BGNR said he feels strongly that Drendel will continue to a great job maintaining the golf course.

Reminders/Upcoming Events

Reminders/Upcoming Events

- Holiday Cheer Challenge at Ashbury's – December 4 from 5:00 to 8:00pm
- NWCSRA Holiday Recognition Banquet – December 10
- IAPD/IPRA Conference – January 29-31, 2026

For Future Discussion

- Executive Director Selepe gave a brief overview of the three Community Survey Initiatives. (1) Enhance and maximize facility and park spaces, (2) Create program mix that matches the community and (3) Remove barriers to participation.
- Selepe asked the board if they could post new budgeted positions for 2026 and secure Fitness Equipment Lease now. The Board had no objections.
- Review Closed Session Minutes at the December board meeting.

Public Comment

None

Unfinished Business

None

New Business

None

Closed Session

None

Adjournment

Commissioner Hix made a motion to adjourn from the Workshop Meeting at 7:00 pm. Second Commissioner: McKay. Roll call, Ayes: Andrews, McVey, Vastalo, McKay, President Hix. Nays: None. Absent: None. Passes 5/0.

Minutes Verification Signature



Bolingbrook Park District Board Secretary
Sue Vastalo

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
November 20, 2025

President Hix called the meeting to order at 7:00 pm. Roll call: McVey, Vastalo, McKay, Andrews, President Hix.

Attorney Alexander Myers began the meeting with the Pledge of Allegiance.

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

President Hix made a motion to approve the following meetings:

- Monthly Board Workshop Meeting Minutes of October 23, 2025
- Monthly Board Meeting Minutes of October 23, 2025

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

CORRESPONDENCE TO THE BOARD FROM PUBLIC

None

PUBLIC COMMENTS

None

ATTORNEY'S REPORT

Attorney Alex Myers reported the Illinois State Legislator held their Veto Session where they passed Senate Bill 243 into law which made a few modifications to the Open Meeting Act and Freedom of Information Act.

OMA - Can no longer hold or schedule meetings on an election day and OMA training can now be done in-house.

FOIA - Amendments took big steps in addressing digital security and AI issues. All FOIA requests must be clear on the face of the electronic submission. They can't have you click on a link or an attachment. If a public body suspects that a request has been submitted by artificial intelligence, they can require written or oral verification.

LEADERSHIP TEAM REPORT

Executive Director Mike Selep displayed the award the district received from IAPD for the “Best of the Best Award” for an Intergovernmental Cooperation between the Bolingbrook Park District and Valley View School District 365U.

Chris Finn, Director of BGNR introduced four new employees with the BGNR department:

Ryan Hagan – will be working with the NRHT department. Ryan is a lifetime Bolingbrook resident. He has a degree in natural resources environmental science from the University of Illinois Urbana- Champaign in 2022.

Kevin Ruiz – will be working with the NRHT department. Kevin is a life-time employee and worked with the district as a seasonal employee back in 2020. He is currently enlisted in the Air Force Reserves.

Michael Kuhm – will be working with NHRT department. Mike is a Romeoville resident, has two sons and comes with decades of experience working on a family farm. He likes to fish with his son.

Ian Mustonen – will be working with the Parks Department. Ian started back in October. He is new to the parks industry as he came from the fast-food industry. Ian is a Bolingbrook resident. In his spare time likes to play video games, disc golf and hiking. Ian has excelled at his responsibly with the BGNR department.

President Hix welcomed Ryan, Kevin, Michael and Ian and promised them a challenge.

TREASURER’S REPORT

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the amount of \$568,746.07, subject to audit. Second: Commissioner Vastalo. Roll call: Ayes: Andrews, McVey, Vastalo, McKay, President Hix. Nays: None. Absent: None. Motion passed 5/0.

LIAISON REPORTS

Administration and Personnel – Commissioner Andrews reported:

The Intergovernmental Police Agreement is an extension of the approved one-year agreement with all of the same terms and a 5% annual increase. Discussions have occurred with staff and village officials to create a new three-year agreement to be presented to the Village and Park District for consideration by the end of the first quarter of 2026.

With staff recommendation Commissioner Andrews made a motion to approve Resolution 25-28 approving Intergovernmental Agreement for Police Services between the Village of Bolingbrook and the Bolingbrook Park District subject to Attorney review. Second: Commissioner Vastalo. Roll call: Ayes: Vastalo, McKay, Andrews, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

Staff have been working in conjunction with legal counsel and the Village of Bolingbrook to initiate the annexation process for selected parcels of property into the Bolingbrook Park District. Below are Ordinances to commence the annexation process for these properties. Commissioner Andrew made the following motions:

- *Approve Ordinance 25-11 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 07-01-35-200-004-0000] into the District. Second: McVey. Roll call: Ayes: McKay, Andrews, McVey, Vastalo, President Hix. Nays: None. Absent. None. Motion passed 5/0.*
- *Approve Ordinance 25-12 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-07-300-005-0000] into the District. Second: Commissioner McKay. Roll call: Ayes: Andrews, McVey, McKay, Vastalo, President Hix. Nays: None. Absent. None. Motion passed 5/0*
- *Approve Ordinance 25-13 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-16-200-018-0000] into the District. Second: Commissioner McVey. Roll call: Ayes: Vastalo, McKay, Andrews, McVey, President Hix. Nays: None. Absent. None. Motion passed 5/0.*
- *Approve Ordinance 25-14 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-20-401-007-0000] into the District. Second: Commissioner McKay. Roll call: Ayes: McKay, Andrews, McVey, Vastalo, President Hix. Nays: None. Absent. None. Motion passed 5/0.*
- *Approve Ordinance 25-15 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-20-401-009-0000] into the District. Second: Commissioner McVey. Roll call: Ayes: McVey, Vastalo, McKay, Andrews, President Hix. Nays: None. Absent. None. Motion passed 5/0.*
- *Approve Ordinance 25-16 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-21-302-001-0000] into the District. Second: Commissioner McKay. Roll call: Ayes: Vastalo, McKay, Andrews, McVey, President Hix. Nays: None. Absent. None. Motion passed 5/0.*
- *Approve Ordinance 25-17 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-21-303-001-0000] into the District. Second: Commissioner McVey. Roll call: Ayes: McKay, Andrews, McVey, Vastalo, President Hix. Nays: None. Absent. None. Motion passed 5/0.*
- *Approve Ordinance 25-18 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-28-200-001-0010] into the District. Second: Commissioner McKay. Roll call: Ayes: Andrews, McVey, Vastalo, McKay, President Hix. Nays: None. Absent. None. Motion passed 5/0.*
- *Approve Ordinance 25-19 Authorizing Bolingbrook Park District to Annex Additional Territory [Pin: 12-02-28-200-001-0020] into the District. Second: Commissioner McKay. Roll call: Ayes: Vastalo, McKay, Andrews, McVey, President Hix. Nays: None. Absent. None. Motion passed 5/0.*

Each year at the IAPD/IPRA State Conference the annual meeting for the IAPD is held. Each member district is required to provide a minimum of one Commissioner or Executive Director as a delegate to represent their District at this meeting.

- *With staff recommendation Commissioner Andrews made a motion to approve Credentials Certificate designating delegates to the Illinois Association of Park District's Annual Business Meeting to be held on Saturday, January 31, 2026 at 3:30pm. Second: Commissioner McKay. Commissioner Hix nominated Kai Wahlgren as delegate to attend the business meeting. Roll call: Ayes: Vastalo, McKay, Andrews, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.*

Bolingbrook Park District Board Meetings will be conducted on the 3rd Thursday of each month with the Workshop set for 6:30pm and the Board Meeting at 7:00pm at the Annerino Community Center.

The exception will be the October 15, 2026 meeting. The Workshop will begin at 4:30pm and Board Meeting at 5:00pm.

Finance and Technology – Commissioner McKay reported:

The district is required to approve a resolution determining the amount of money estimated to be levied in accordance with the Truth in Taxation Law at least 20 days prior to the approval of the levy ordinance. The district's 2025 proposed aggregate levy is 104.99% of the 2024 extended aggregate levy, falling below the 105% limit for Truth in Taxation. This means the district is not required to hold a Truth in Taxation public hearing for the 2025 levy. The Truth in Taxation Act, effective 1981, requires any taxing body to hold a public hearing and publish a notice of the hearing in a newspaper if it intends to adopt an aggregate levy which is more than 105% of the prior year's aggregate extended levy. The proposed aggregate levy for 2025 is \$11,292,702.

With staff recommendation Commissioner McKay made a motion to approve Resolution 25-27 authorizing the amount of money estimated to be levied in accordance with the Truth in Taxation Law for the Bolingbrook Park District, Will County, Illinois for the Levy Year beginning January 1, 2025, and ending December 31, 2025 at a proposed estimated aggregate levy of \$11,292,702. Second: Commissioner Vastalo. Roll call: Ayes: McVey, Vastalo, McKay, Andrews, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Buildings, Grounds and Natural Resources – Commissioner Hix reported:

President Hix made a motion to approve Resolution 25-26 awarding a contract renewal in the amount of \$227,700.00 to Drendel Property Management of Oswego, IL for Boughton Ridge Golf Course Maintenance Program for 2026. Second: Commissioner Andrews. Roll call: Ayes: McKay, Andrews, McVey, Vastalo, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Under General: President Hix reported: Staff are doing prep for winter in all areas. This includes getting trucks and equipment ready for snow/ice, blowing down concession bathrooms & irrigation, wrapping up any last-minute things at Pelican Harbor, removal of equipment at

playgrounds if needed, final cutting of grass, mulching leaves, and prairie burns where/when possible.

Under Buildings: ADA funds were utilized to have a contractor come out to level uneven sidewalks across all facilities and parks. This project improved accessibility for individuals with mobility challenges and enhanced overall safety by reducing potential trip hazards.

Under Playgrounds/Parks: Staff is doing a sign inventory to see what park signs will need to be worked on over the winter, as well as seeing what signs will be replaced in 2026 with a new sign. Keeping inventory on what picnic tables will need to be worked on this winter. Staff removed all volleyball nets from park sites and Pelican Harbor.

Under Athletics: Seed and turf blankets will be put down over the winter on some of the worn-out areas at Lily Cache Sports Fields that will not be getting new sod. We will also be sticking to our plan of resting soccer fields at Lily Cache; we will be resting fields #2 & #11 for 2026. We rested fields #1 & #11 in 2025 and field #1 looks great but unfortunately field #11 had an excess amount of grub damage to a large amount of the field and we will be keeping that field closed for 2026 as well to treat the grubs and grow new grass.

Under NRHT: The natural resources and horticulture crews have completed our fall tree and perennial plantings. They planted 39 trees and 532 perennial plants in our parks. The fall prescribed burn season will hopefully be starting soon depending on weather.

Under Projects: Knights of Columbus Trail project is complete minus few punch list items.

Recreation & Facilities – Commissioner McVey reported:

Recreation

- BPD Dance Company Dancers performed at the Promenade's Magic in Motion event on November 15. Their next performance will be at the Village's Festival of Lights event on December 7.
- All gymnastics, cheer and ninja classes will be down for the Thanksgiving holiday from November 26-November 30.
- Enrollment for the 2025–2026 school year continues to grow at both Pioneer and Jonas Salk Elementary School sites.
- Registration for Winter Camp has begun. It is set to run December 22, 23, 26, 29, 30 and January 2, and 5 at BRAC
- Pumpkin Shoot Archery ran November 1 with 15 participants. This year's attendance included three family groups, along with solo participants.
- The free event Campfire & Craft took place on Saturday, November 15 at James S. Boan Woods. This event featured music, hot cider and popcorn around a bonfire, with a fall-themed wind chime craft at the pavilion.

Athletics

- Martial Arts programs have exceeded the projected year-to-date numbers by a total of 79 participants, in total Martial Arts programs are sitting at 999 participants for 2025.
- With the cold weather coming, the Imagination Station will be returning to Annerino in November on Mondays for drop-in play.
- The Halloween Hangout Pop-In took place on Friday October 31 from 12:30pm to 2:00pm, the event saw a total of 57 participants throughout the Annerino Community

Fitness

- October 2025 recorded 958 memberships: 48 new memberships and 31 renewals.
- Upcoming Special Events, Promotions & Trips
 - November 27 - Turker Burner Workout
 - December 11 - Holiday Member Appreciation Day
 - December 19 - Holiday H2O Pop-Up
 - October recorded 4,220 Group Fitness visits for the month with represents 50% of our total visits for Lifestyle!

Aquatics

- Bolingbrook High School Boys Swim Team starts in November. This is the fourth year BHS is using the indoor pelican harbor pool for practice.
- In October, there were 237 participants in swim lessons.

Facilities

- The facilities team hired 1 new Manager on Duty and are in the process of cross training at both facilities.

Marketing – Commissioner Vastalo reported:

ADA Audit in Progress for Bolingbrook Park District Website. Pilot Digital is currently completing a comprehensive ADA audit of the Bolingbrook Park District website. Results of the audit will be received by the end of November along with a list of remediations that should be made for the site. The team will begin completing those changes in December. Design upgrades are planned for the first quarter of 2026.

A new open play calendar feature has been developed to be displayed on the website. The new features are in testing and will launch in December.

The team has launched a multi-media plan to raise awareness that Pelican Harbor is open through the winter with the goal of increasing traffic.

Golf Course & Ashbury's – Commissioner Vastalo reported:

Revenues are \$132,378 above year-to-date compared to 2024, which is 8.9% higher than 2024. Revenues year-to-date exceed budget by \$12,075.

Overall golf revenue (greens fees, golf league, riding cart and pro shop revenues) exceeded budget by \$5,048 (8.4%) in October; exceeding overall revenue collected this year by \$47,138 over 2024.

Restaurant revenue exceeded budget by \$13,306 and was \$2,009 over revenue collected last year for the month.

There are several events scheduled for November-December:

- Turkey Shoot – November 22
- Comedy Night – November 29
- Chamber of Commerce Holiday Cheer Charity Event – December 4

NWCSRA - Commissioner Vastalo reported:

- NWCSRA is excited to announce that the Adapted Sports Field in Romeoville is near completion.
- Santa is coming to Bolingbrook and will be in attendance for the Knights of Columbus Party hosted by Council #6521 on Saturday, December 6 at St. Dominic Parish at 12:30pm. Commissioner Vastalo commented she had a lot of respect for this group because they have hosted for years and they take the time to purchase gifts for the kids and Vastalo also commented they have some very good chicken noodle soup!

UNFINISHED BUSINESS

None

PUBLIC COMMENT

Julie Selep, a resident of Bolingbrook, thanked the board for planting a memorial tree for her mother-in-law.

NEW BUSINESS

None

ANNOUNCEMENTS

Commissioner McKay wished everyone a Happy Thanksgiving!

CLOSED SESSION

None

ADJOURNMENT

Commissioner Hix made a motion to adjourn from the regular Board Meeting at 7:47 pm.
Second: Commissioner McKay. All in Favor “Ayes”.

Minutes Verification Signature


Bolingbrook Park District Board Secretary
Sue Vastalo