

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Workshop Meeting Minutes**  
**November 21, 2025**

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

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

**District Operations and Activities Update**

Mike Selep, Executive Director said there are two motions for approval:

Approve credentials certificate designating delegates to the IAPD Annual Business Meeting on Saturday, January 25, 2025. The purpose of the meeting is to elect a representative for Bolingbrook Park District. It would be a staff member or commissioner.

Debbie Chase, Director of Business and Finance said each year we bring forward a resolution stating whether or not the district is going to exceed the 105% of the prior years levy which is called Truth in Taxation. Debbie said the district will not be exceeding the 105% we will be at 104.99 %. Resolution 24-20 certifies that we will not be exceeding and will not requiring a Truth in Taxation hearing.

Terri Tamer, Superintendent to HR said as of January 1, 2025, the courts were going to increase the exempt salary status. This was challenged by the Texas courts and was overturned. The increase will not go through on January 1, 2025.

Reminders for the Board:

- IAPD/IPRA Conference is Thursday, January 23 to Saturday, January 25, 2025.
- Awards Luncheon is Friday, January 24 from noon to 2:00 pm.

**Updates**

Chris Corbett, Superintendent of Projects and Loss Prevention reported:

- Jaycee Park Bridge update – Village attached a camera on a tree hoping to catch the perpetrators' who were vandalizing the bridge. When the police returned to check the camera, it was gone.
- 2025 Playground and trail replacements: Knights of Columbus Park, and Gateway Wetlands Park, and Lily Cache trail project and the Knights of Columbus trail project. Upland Designs will be heading up these projects.

- Spray Pad – all features are in just waiting for concrete for the actual splash pad in between the walkway. Chris will be meeting with the electrician and plumber for pipping to the Trojan Concession stand.
- Ashbury’s Canopy – fabric for the canopy should be installed next Tuesday.

**Public Comment**

None

**Unfinished Business**

None

**New Business**

None

**Closed Session**


President Hix made a motion to enter into Closed Session at 6:44 pm pursuant to 5 ILCS 120/2 (c) for the purpose of discussing: (1) The employment, discipline and performance of specific employees. Second: Commissioner Vastalo. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

President Hix made a motion to adjourn from Closed Session at 6:52 pm. Second: Commissioner McKay. All in Favor “Ayes”.

**Adjournment**

President Hix made a motion to adjourn from the Workshop Meeting at 6:53 pm. Second: Commissioner McKay. All in Favor, “Ayes”.

**Minutes Verification Signature**



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**Bolingbrook Park District Board Secretary  
Dorothy J. Andrews**

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Board Meeting Minutes**  
**November 21, 2024**

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

President Hix asked Hannah Grise to begin the meeting with the Pledge of Allegiance.

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

President Hix made a motion to approve the following meetings, Second McVey:

- Monthly Board Workshop Meeting Minutes of October 17, 2024
- Monthly Board Meeting Minutes of October 17, 2024

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

**CORRESPONDENCE TO THE BOARD FROM PUBLIC**

None

**PUBLIC COMMENTS**

None

**ATTORNEY'S REPORT**

Attorney John O'Driscoll reiterated what Terri Tamer, Superintendent of HR reported in the workshop meeting regarding the Texas courts overturning the increase in the exempt salary.

**LEADERSHIP TEAM REPORT**

Executive Director Mike Selep announced there will be a ribbon cutting ceremony at Jerry Hix Park on April 26<sup>th</sup> followed by an Arbor Day celebration.

Director Selep informed the board House Representative Dagmara Avelar will be attending the Awards Luncheon at the IAPD/IPRA Conference on January 24. She will be seated at the Bolingbrook Park District table.

## **TREASURER'S REPORT**

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the amount of \$428,135.30 subject to audit. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Vastalo congratulated Susan Meier, Day Camp, REACH and Enrichment Program Manager, on passing her Certified Park and Recreation Professional (CPRP) exam.

## **LAISSION REPORTS**

**Administration and Personnel** – Commissioner Vastalo – reported:

Commissioner Vastalo 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 25, 2025, at 3:30 pm. Executive Director Mike Selep was designated to be the delegate. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

**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 2024 proposed aggregate levy is 104.99% of the 2023 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 2024 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 2024 is \$10,745,571.

Commissioner McKay made a motion to approve Resolution 24-20 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, 2024, and ending December 31, 2024 at a proposed estimated aggregate levy of \$10,745,571. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner McKay said he had an excellent meeting with the Finance Team and President Hix. The meeting went well. McKay said the district is solid and in good shape.

**Buildings, Grounds and Natural Resources** – Commissioner McVey Hix reported:

The Park District received two ComEd Grants to change lights over to LED light fixtures in all of the program rooms and the office space at BRAC and ACC. BRAC was completed the week of November 11 and ACC will be completed in late November or early December. For the BRAC Facility, ComEd is paying \$15,456 (51% of the total project cost) and we paid \$14,748 (49%) 196 fixtures. For the ACC, ComEd is paying \$21,360 (75% of the total project cost) and we paid \$7,176 (25%). 184 fixtures.

The BGNR Department had a team building Pinewood Derby Race on Friday November 15 at the ACC gymnasium. They had teams of 3 staff build and race their cars. Commissioner McVey said he really enjoys seeing this event each year.

With winter around the corner the buildings team has started cleaning and winterizing concession/bathroom facilities and blowing down irrigation systems. All winterization tasks have been completed for Pelican Harbor.

The natural resources and horticulture crews have completed fall tree and perennial plantings. They planted 42 trees and 312 perennial plants in our parks. They have also finished pruning along trails and sidewalks to comply with ADA clearance requirements.

**Recreation & Facilities** – Commissioner Hix reported:

Commissioner Hix congratulated Susan Meier- Day Camp, REACH and Enrichment Program Manager, on passing her Certified Park and Recreation Professional (CPRP) exam.

- Early Childhood has 35 children enrolled in Little Learners, Brainy Kids and Lunch Bunch.
- BPD Dance Company dancers performed at the Promenade’s Festival of Lights event on Saturday, November 16 and the Village Tree lighting at Village Hall on Saturday, December 7.
- Performances for A True Family Christmas will take place at Brooks Middle School on December 14 at 6:00 pm and 15 at 1:00 pm.
- The VVSD 21<sup>st</sup> Century Grant program is in seven elementary schools and three middle schools in Bolingbrook and Romeoville
- On November 16, participants of all ages are invited to learn how to safely and effectively build a campfire for outdoor cooking. “Campfire Cooking & Safety” will be held on Saturday, November 16 from 2:30 pm -3:30 pm at James S. Boan Woods.
- Freaky Fun Friday had over 1,000 participants registered.
- The Howl-O-Ween 5K had 180 racers participants, which is 65 more participants than 2023.
- NEW – Adult Pickleball classes have been added into the Winter Brochure for 2025. Participants can choose between a Beginner, Intermediate and Advanced class.
- Youth athletics were across the 900 participant number for the year. Martial Arts is also at 950 participants for the year.
- NEW – Climbing Wall Birthday Parties will be offered in addition to our current Birthday Party options.
- Lifestyles had ,9000 visitors for the month.
- Two special events on Thanksgiving; Turkey Burner Challenge and Turkey Burner Workout November 28<sup>th</sup> at 7:00 – 11:00 am.
- Open swim hours increased.
- Parkies Reindeer Games which will be held on Dec 21<sup>st</sup> from 9:00 am-11:30 am.
- On October 29<sup>th</sup>, 9 swim instructors were certified.
- ACC and BRAC conducted a “Code Adam” Missing Child safety drill on October 24<sup>th</sup> and October 25<sup>th</sup> and received great feedback from staff who participated.
- Rental numbers are at \$81,000.

**Marketing** – Commissioner Andrews reported:

Two digital campaigns are planned for December and January focusing both on fitness and aquatics. The campaigns include social media advertising using lookback geofencing and retargeting strategies.

The team has developed a campaign to promote Holiday gift card sales. Promotions will include social media, email advertising, displays, and direct mail. A mailing will be sent to homes with children under 12. The piece highlights the various ways gift cards can be used at the park district.

Customer service audits were positive for the month of October. Feedback for areas of improvement were more birthday party timeslot offerings because all blocked were fully booked. A few customers comments on the booking process for their parties. They were very happy with the service and felt Betti was “very informative and made the process smooth and easy.”

**Golf Course & Ashbury’s** – Commissioner Andrews reported:

Ashbury’s and Boughton Ridge Golf Course’s total revenues are up 12.8% compared to the first ten months of the year in 2023. Overall revenue is \$189,701 above 2023 YTD.

- Overall revenue fell short of budget by \$5,854. It remains \$14,116 short of YTD budget and \$189,701 ahead of revenue at this time last year.
- Golf revenues were 26.8% above budget as revenue for all golf areas exceeded budget.
- Banquet Revenue totaled \$14,298, which was 31.5% below last year and under the budgeted \$34,824.
- Operational expenses were managed well throughout the month.
- Overall operating expenses are 3% under budget YTD.
- Turkey Shoot golf outing will be held on November 23
- Ashbury’s is participating in the Holiday Cheer Challenge through the Chamber of Commerce as a vendor on December 5 at the Golf Club.
- Heroes of Rock Show featuring Skip Griparis doing his 50s, 60s,70s Heroes of Rock Show will be held January 11. Skip is from the Olivia Newton John Band/New Colony Six band/Major League Movies).
- Trivia Nights are continuing each Tuesday night.

**NWCSRA** - Commissioner Andrews reported:

- Budget preparation for FY2025 is in final stage of development.
- The Annual NWCSRA Recognition Dinner will be held on Thursday, December 12 at the Bolingbrook Golf Club.
- The Bolingbrook Knights of Columbus Council #6521 will host their annual Christmas Party for NWCSRA participants on Saturday, December 14 at St. Dominic’s from 11:30 am-3:00 pm. All NWCSRA participants are invited.
- Congratulations to the NWCSRA Wolves Volleyball Teams for their achievements at the Special Olympics Fall Games State Volleyball Competition! Every single athlete demonstrated hard work, dedication, and teamwork representing the spirit of NWCSRA! Wolves Green team dominated the court and brought home the GOLD with a first-place

finish! Wolves Black team gave it their all and secured an impressive second place finish, and our Wolves White team played their hearts out, earning third place.

**UNFINISHED BUSINESS**

None

**PUBLIC COMMENT**

None

**NEW BUSINESS**

None

**ANNOUNCEMENTS**

Commissioners wished everyone a Happy Thanksgiving!

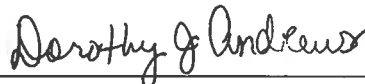
**CLOSED SESSION**

None

**ADJOURNMENT**

President Hix made a motion to adjourn from the regular board meeting at 7:27 pm. Second: Commissioner McKay. All in Favor "Ayes".

**Minutes Verification Signature**



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**Bolingbrook Park District Board Secretary  
Dorothy J. Andrews**