

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Workshop Meeting Minutes**  
**December 21, 2023**

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

Motion Commissioner Vastalo, second: Commissioner McKay to approve agenda as submitted. All in Favor “Ayes”. Motion passed 5/0.

**District Operations and Activities Update**

Executive Director Mike Selep reviewed the following Resolutions and Ordinance:

- Resolution 23-33 an Intergovernmental Agreement between the Bolingbrook Park District and Fountaindale Public Library District for the installation of Book Lockers on Bolingbrook Park District Property. Selep said lockers will be installed at BRAC. This project is being funded through the Library’s ARPA funds. The board had no questions.
- Resolution 23-34 approving 2024 Full-Time and Part-Time Wage Salary Matrices. Selep said wage salary matrix is done with HR Source every three years. Salaries are adjusted based on market conditions. The Board had no questions.
- Ordinance 23-06 an Ordinance making a combined annual Budget and Appropriation of funds for the Bolingbrook Park District, Will County, Illinois for the fiscal year beginning January 1, 2024 and ending December 31, 2024. The Board had no questions.
- Ordinance 23-07 levying and assessing the taxes for the Bolingbrook Park District, Will County, Illinois for the Tax Levy Year 2023. The Board had no questions.
- Resolution 23-31 a Service Agreement with UKG for Subscription Services for HR and time keeping. The Board had no questions.
- Resolution 23-30 awarding a contract in the amount of \$239,900.00 to Weatherguard Roofing Company (Elgin, Illinois) for the Annerino Community Center Partial Roof Replacement 2024 Project. The Board had no questions.

**Operational Updates**

Kai Wahlgren, Director of Recreation announced the hiring of two new managers for the facilities department: Sarah Mejicano accepted the position of Facility Manager for BRAC and ACC and Tyler Gillespie accepted the position of Athletic Manager. Introductions will be made at the January meeting.

Commissioner Hix said there will be three brief meetings before the start of the regular board meeting. Hix asked the public if they could please hold their comments until the regular board meeting.

**Communications from the Public**

None

**Correspondence from the Public**

None

**New Business**

None

**Public Comment**

None


**Closed Session**

None

**Adjournment**

Commissioner Hix made a motion to adjourn from the Workshop Meeting at 6:40 pm. Second: Commissioner Vastalo. 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**  
**Truth in Taxation Public Hearing Meeting Minutes**  
**December 21, 2023**

President Hix called the Truth in Taxation Public Hearing to order at 6:40 pm. Roll call: Andrews, McKay, President Hix, Vastalo, McVey.

Commissioner Hix made a motion to approve agenda as submitted, second: Commissioner McVey. All in Favor “Ayes”. Motion passed 5/0.

Commissioner Hix made a motion to open the Truth in Taxation Public Hearing. Second: Commissioner Andrews. Hix explained when the district exceeds 5% of this year’s expected budget to last year’s actual levy budget the district is required to hold a Truth in Taxation public hearing according to Illinois Law.

**Comments from the Public**

No comments or questions from the Public.

**Comments from Board Members**

No comments or questions from Board Members.

**Motion to Adjourn**

Commissioner Hix made a motion to close the Truth in Taxation Public Hearing at 6:45 pm. Second: Commissioner Andrews. All in Favor “Ayes”. Motion passed 5/0.

**Minutes Verification Signature**



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

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**FY 2024 Budget and Appropriation Ordinance Public Hearing Meeting Minutes**  
**December 21, 2023**

President Hix called the FY 2024 Budget and Appropriation Ordinance Public Hearing to order at 6:50 pm. Roll call: Andrews, McKay, McVey, Vastalo, President Hix.

Motion Commissioner Hix, second: Commissioner Vastalo to approve the agenda as submitted. All in Favor “Ayes”. Motion passed 5/0.

**Comments from the Public**

No comments or questions from the Public.

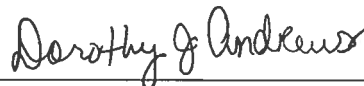
**Comments from Board Members**

No comments or questions from Board Members.

**Motion to Adjourn**

Commissioner Hix made a motion to close the Budget and Appropriation Ordinance Public Hearing at 6:52 pm. Second: Commissioner McKay. All in Favor “Ayes”. Motion passed 5/0.

**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**  
**December 21, 2023**

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

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

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

Motion Commissioner Hix, second: Commissioner Andrews to approve the following meetings:

- A. Budget Work Shop Meeting Minutes of November 6, 2023
- B. Budget Work Shop Meeting Minutes of November 8, 2023
- C. Closed Session Meeting Minutes of November 8, 2023
- D. Monthly Board Workshop Meeting Minutes of November 16, 2023
- E. Monthly Board Meeting Minutes of November 16, 2023

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

**CORRESPONDENCE TO THE BOARD FROM PUBLIC**

Commissioner McKay received two comments, both were positive re Ashbury's. They were glad to see what an interest we had in making improvements.

**PUBLIC COMMENTS**

Randall Kloeder a resident of Bolingbrook residing at 263 Heritage Court, voiced his opinion regarding the fees charged to seniors for pickleball. He said seniors are on a fixed income and some can't afford the \$3.00 fee. Mr. Kloeder said there is nothing free for the seniors anymore and it is becoming an issue.

Ann Rybialek a resident of Bolingbrook residing at 197 Christine Way said she agreed with everything Mr. Kloeder said. Ms. Rybialek asked that we survey the seniors in Bolingbrook for more input for their needs. Ms. Rybialek also commented on how nice all the pickleball courts are in Bolingbrook.

Commissioner Hix said your taxes primarily go to facilities and activities like parks and trails. The park district also provides a lot of free programming during the year. Hix said park districts across the State of Illinois that are open to everyone also charge user fees of some sort.

Hix thanked everyone for their comments and will take them under consideration. There will be discussion internally regarding fees.

Executive Director Mike Selep said the park district provides a scholarship program for anyone interested if there is a need for financial assistance. It would cover up to half the fees. Selep also suggested Open

Play. You can apply for the scholarship to receive a membership which would pay for half of the membership cost and you would also have access to the fitness center.

Selep said the park district raises funds through the Foundation for Bolingbrook Parks and we also receive corporate dollars to use toward the scholarship program.

Commissioner Andrews said we should be taking care of the seniors. She would like to see a survey sent out to the senior community.

Nancy Anding a resident of Bolingbrook residing at 1035 Churchill Drive asked if the park district offered a senior discount. Commissioner Hix said the park district offers a discount for facilities.

### **ATTORNEY'S REPORT**

No formal report.

### **LEADERSHIP TEAM REPORT**

Executive Director Mike Selep turned the floor over to the Dan Finn, NRHT Manager who introduced Alex Cordero the new Horticulturist. Dan said Alex comes to us from the Naperville Park District where he was a Park Specialist at the Naperville River Walk. He has 10 years' experience in horticulture. Alex enjoys jazz concerts and hiking with his wife and dog. Eric Szendel, Building Tech at ACC will be Alex's mentor.

Commissioner Hix welcomed Alex and promised him a challenge.

Mike Selep announced IAPD (Illinois Association of Park Districts) honored and recognized Commissioner Jerry Hix for his 40 years of service as a member of the Bolingbrook Park District Board of Commissioners.

Mike Selep read and presented Commissioner Hix with a plaque for Certificate of Appreciation from IAPD.

Commissioner Hix thanked everyone.

### **TREASURER'S REPORT**

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the \$443,252.39 subject to audit. Second: Commissioner McVey. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

### **COMMITTEE REPORTS**

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

*Commissioner Vastalo made a motion to approve Resolution 23-33 an Intergovernmental Agreement between the Bolingbrook Park District and Fountaindale Public Library District for the installation of Book Lockers on Bolingbrook Park District Property. Second: McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.*

*Commissioner Vastalo made a motion to approve Resolution 23-34 approving 2024 Full-Time and Part-Time Wage Salary Matrices. 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:**

*Commissioner McKay made a motion to approve Ordinance 23-06 an Ordinance making a combined annual Budget and Appropriation of funds for the Bolingbrook Park District, Will County, Illinois for the fiscal year beginning January 1, 2024 and ending December 31, 2024. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.*

*Commissioner McKay made a motion to approve Ordinance 23-07 levying and assessing the taxes for the Bolingbrook Park District, Will County, Illinois for the Tax Levy Year 2023. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0*

*Commissioner McKay made a motion to approve Resolution 23-31 a Service Agreement with UKG for Subscription Services pursuant to Order Form #Q-207714. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.*

Commissioner McKay said he is looking forward to 2024 and reported all accounts balanced. McKay wished everyone Happy Holidays!

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

*Commissioner McVey made a motion to approve Resolution 23-30 awarding a contract in the amount of \$239,900.00 to Weatherguard Roofing Company (Elgin, Illinois) for the Annerino Community Center Partial Roof Replacement 2024 Project. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.*

As part of our maintenance program, on Monday December 18 and Tuesday December 19 a contractor will be screening and refinishing the floors in the dance room, martial arts room and all racquetball courts.

Staff have started to bring in park ID signs into the shop to be repainted. The painting adds years of life to the signs before we have to get new ones made.

The athletics crew has been busy with turf repairs, field repairs and winterizing concession stands.

Clemente Gonzalez officially retired on December 15. He provided 23 years of service to the Park District on the mowing/turf crew. He celebrated his last day with the Buildings, Grounds and Natural Resource Management holiday party and departed for a trip to visit family over the holidays. We look forward to officially recognizing Clemente upon his return.

The Park District received all items required to fulfill Senate Bill 1710 (Path Signage) in early December. All new sign locations were marked, utility locate services were entered and staff have been busy installing new sign posts. In total, 42 signs were installed throughout the Community.

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

Commissioner Hix thanked the Recreation and Facilities group for an outstanding year. Hix reported numbers are growing, people are coming out of the pandemic, their active and participating in programs. The district is generating revenue which will help keep the costs down.

**Marketing** – Commissioner Andrews reported:

A postcard will be mailed to all Lifestyles members on December 27 showcasing the fitness programs and events planned for 2024.

The marketing team is partnering with the aquatics team to ensure letters are sent to all current aquatic members informing them of a rate increase that will take effect on April 1. We are required to provide members with 60 days' notice of any changes.

A total of 76 people picked up their cookie kits for Parkie's Great Bake-off. A thank you packet was dropped off to Crumbl cookie for partnering with us.

A total of 53 calls were made to customers who visited the Annerino Community Center, Bolingbrook Recreation & Aquatic Complex, or Pelican Harbor in October. A total of 22 answered and provided feedback. Overall comments were very positive. Received a few suggestions: add a kitchen to the multi-purpose room for rentals and offer a discounted fitness membership for children of Lifestyle members and free pickleball for the seniors.

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

Ashbury's and Boughton Ridge Golf Course's bottom line through the end of November is ahead of last year in terms of total revenues and expenses. Total revenue is up 3.2% and expenses are under budget.

Golf exceeded budget in all categories this month and is ahead of year-to-date budget (6.8%) and last year (13.7%).

Expenses have been well managed throughout the year.

Ashbury's participated in the Bolingbrook Chamber Holiday Cheer Charity Cocktail Party Event on Thursday, December 7 at the Holiday Inn. Ashbury's was matched up with the LaBranche Family Foundation to help promote Ashbury's and help the LaBranche Family Foundation raise money.

Assistant General Manager Nathan Oestreich assumed the role of Interim General Manager on Tuesday, December 13 with the departure of Bruce Hutcheon. Kemper Sports has begun the search process for a replacement for the General Manager position.

SINGO made a successful debut on Thursday, December 7 and returned on December 14 with a warm reception from attendees. It is scheduled again for December 21.

There are a variety of winter golf outings and themed restaurant events planned in January and February. See Ashbury's website for scheduled events.



**NWCSRA - Commissioner Andrews reported:**

The Annual NWCSRA Recognition Dinner was held on Thursday, December 7.

NWCSRA has received official confirmation that they will receive \$120,605 from Will County in American Rescue Plan Act (ARPA) libraries and parks grant dollars to reimburse expenses for day camp operations.

The Winter-Spring program registration began on December 4 for residents and December 11 for non-residents.

The NWCSRA Board of Directors approved the NWCSRA 2024 Budget at the December 13 Board Meeting. This is a transition year from a May 1-April 30 fiscal year to a calendar year budget, which begins January 1, 2024. Increase costs of the Property/Casualty and health care through PDRMA, as well as funding the Paid Leave Act for All Workers are the major expense additions to the FY24 budget.

Commissioner Hix asked Nathan Oestreich to stand up and said at age 16 Nathan started washing dishes at Ashbury's, served and worked the golf course. Nathan also worked at Harbor Side and Cantigny Golf Courses and the Bolingbrook Golf Club. He applied for the Assistant General Manager position at Ashbury's a year ago and was hired. Hix said Nathan has a lot of experience in different environments with the Kemper Sports organization. The board was pleased to hear he was named as interim General Manager. Hix said the board will support Nathan and stand behind whatever he needs to get his job done.

### **UNFINISHED BUSINESS**

None

### **PUBLIC COMMENT**

None

### **NEW BUSINESS**

Commissioner Hix announced Office Lou Escobar retired from the Bolingbrook Police Department. Lou is going to work for Calamos Investments as security for the CEO.

Vince Juarez-VP of Operations and Mary Kay Walsh-Regional Sales & Marketing Director with KemperSports, and Nathan Oestreich, Assistant General Manager of Boughton Ridge Golf Course gave a brief presentation for improvements at BRGC to include such projects as cart path systems, bunker renovations, renovating tee grounds, short-game concept/putting lawn. Mr. Juarez also displayed interior design drawings for Ashbury's.

Board Comments:

Commissioner McKay – loved the concept of some of the changes, but is worried that making some of the changes might take a nine-hole course and shrink it up. Short game concept seems great, but is there a need for the community? What do the golfers want?

Vince said there is an opportunity to send out surveys to the community to get their input.

Commissioner Vastalo would like to see surveys send out asking what the golfer prefers, give them options.

Commissioner Andrews would like to see focus groups based on age and gender. Mary Kay said they can implement focus groups to bring people into the facility to discuss what golfers are looking for in a golf course.

Commissioner McVey commented the focus should be more on Ashbury's and banquet business than the golf course. Commissioner Vastalo agreed.

Commissioner Hix said the golf course and Ashbury's should be worked on separately. Commissioner Hix thanked the KemperSports team for their presentation.

### **ANNOUNCEMENTS**

Board members wished everyone a Merry Christmas and Happy New Year!

### **CLOSED SESSION**

None

### **ADJOURNMENT**

Motion Commissioner Hix, second Commissioner Vastalo to adjourn from the regular board meeting at 8:14 pm. All in Favor "Ayes".

**Minutes Verification Signature**



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