

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
March 17, 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.

Presentation of Community Survey Pulse Check

Karin Ferenz of Customer LifeCycle gave a brief presentation on the Community Survey Pulse Check. Below are some highlights Ms. Ferenz shared:

Ms. Ferenz said the Park District wanted to find out if improvements were on target, or not. An efficient way to do this was to check with the 20 plus people who made suggestions in the 2020 qualitative research as well as with other community members who did not participate in the past research.

Ms. Ferenz said the users love the districts changes.

- They loved how the district communicates with users:
 - They thought the flyer is better than the catalog.
 - Facebook is easy to share so friends and family can join too.
- Remolding and refresh of facilities:
 - BRAC and Pelican Harbor are clean and modern.
 - Trails are well maintained and free of trash.
- They though the District balanced user satisfaction and COVID-19 requirements with proper social distancing and the schedule changes on Facebook.

Users wanted improvements in the following:

- Staff and Course Content:
 - Older, more competent instructors.
 - Credentialed in childcare, classroom management.
- Facilities:
 - Much improvement and it shows.
 - Bring rest of facilities to this new standard.
- Events:
 - Large, free, community-wide concerts, dances, firework displays, and food festivals.
 - Fill in the gap in events for older teens.
 - Gatherings of 20 or so users who sign up for a specific purpose.

Ms. Ferenz said the bottom line is residents are proud of the Park District, they are very pleased with the Park District.

Oestreich said Ms. Ferenz really hit the mark and it was important to get the pulse check to find out what the community's thoughts were.

Commissioner Hix said he is looking for the model of the agency that can engage older teens. Hix asked if agency has done it successfully and what did they do? Ms. Ferenz said she would look into this and get back to Hix.

District Operations and Activities Update

Executive Director reviewed the following Ordinance and Resolutions:

Finance and Technology

Resolution 22-17 approving contract renewal re Service Agreement between Access One, and the Bolingbrook Park District.

Debbie Chase, Director of Business and Technology said it is a three-year renewal. Our price for fiber is going down significantly, but the price for POTS lines just keeps going up. So far, the fiber discounts are over the POTS lines discount. Debbie said there will be multiple POTS line increases over the next few years and we will keep looking for solutions.

Buildings, Grounds, and Natural Resources

Ordinance 22-02 an agreement with Kids Around The World in regard to removal of playground equipment at Sunset Park, Freedom Park and Winston Woods Park.

Resolution 22-14 awarding a contract in the amount of \$43,229.20 to Denler, Inc. of Joliet, IL for sealcoating 2022, (including Alternates #1 and #2).

Chris Corbett, Superintendent of Projects and Planning said Alternates #1 and #2 are trails and Community Park.

Resolution 22-15 awarding a contract in the amount of \$86,900.00 to Floors, Inc. of Woodstock, IL for BRAC Gym Flooring Surface Refinish 2022.

Resolution 22-16 awarding a contract in the amount of \$45,240.00 (under budget) to Tiles In Styles, LLC of South Holland, IL for Outdoor Pelican Harbor Bathhouse Flooring 2022.

Operational Updates

Chris Corbett, Superintendent of Projects and Planning reported:

- Remington ball field lights delayed until early July.
- Playground updates – BGNR team removed playground equipment that Kids Around The World are not removing.
- Innovation will be out Monday morning to remove wood chips and start excavation. Going to start with Winston Woods.
- We have all the equipment for Winston Woods, Bradford and Community parks.
- Equipment for Freedom and Sunset parks will arrive in April.
- Benches are in!
- Indian Chase Meadows – part of the budget was to sports court color the roller hockey court, basketball, and tennis courts. After some research the district thought it was in their best interest to transform the roller hockey court to a dedicated 4 court pickle ball court.
- Prairie Trails and Indian Chase Meadows basketball and tennis courts will be lumped into one bid for sports court coloring. The bid is out and bid opening is March 31.

Kai Wahlgren, Director of Recreation distributed a flyer for Week of the Young Child. Wahlgren said this will take place in April with a week-long event celebrating the youth of the community and their families.

Communication from the Public

None

New Business

None

Closed Session

None

Motion to Adjourn

Commissioner Vastalo made a motion to adjourn from the Work Shop Meeting at 7:10pm. Second Commissioner Hix. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Jake McVey**

BOLINGBROOK PARK DISTRICT
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Board Meeting Minutes
March 17, 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 Hix 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 Andrews to approve the following meetings:

- Monthly Work Shop Meeting Minutes of February 17, 2022
- Monthly Board Meeting Minutes of February 17, 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

Recognition of Staff

President Vastalo acknowledged and read a Citation of Retirement for Dave Cluts of the Building and Grounds Department.

President Vastalo read and presented a Recognition of Service to Superintendent of Facilities John Chase.

John thanked the Board and extended his appreciation to Ron Oestreich for taking a chance on a part-time fitness trainer and giving him a challenge. John said he appreciates the opportunities and the challenge provided by Bolingbrook Park District.

Attorney's Report

No formal report

Leadership Team Report

Executive Director Oestreich turned the floor over to Sarah Sielisch who introduced Gwendolyn Fuesz the new Aquatic & Fitness Assistant Manager. Gwen comes to the park district from the Mundelein Park District where she has been the Aquatic Supervisor for 3 years. Gwen is Star Fish certified as an instructor/trainer and Star Fish certified as a level 2 instructor for lifeguarding. She is also certified as an Aquatic Facility Operator. Gwen's parents live in Sweden and she has a big cat named Simon. Sarah said Gwendolyn is going to bring so much to the aquatic and fitness programming.

Oestreich recognized the Brooks Middle School 7th and 8th grade Boys Basketball State Championships on their win.

Oestreich also recognized the Bolingbrook High School Lady Raiders State 3rd place and the Bolingbrook High School Men's basketball team State 4th place. The girls' volleyball team also made it to the State Elite 8 Tournament.

Oestreich announced on Saturday, May 7 the district will hold a ribbon cutting at Lily Cache Creek Bridge at Drafke Park at Noon followed by a fun event honoring the building and opening of Century Park around 12:30pm.

Treasurer's Report

Commissioner Andrews made a motion for the approval of payment of bills including travel reimbursement in the \$602,448.92 subject to audit. Second Commissioner McVey. 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:

President Vastalo said all audits balanced.

Finance and Technology – Commissioner Hix reported:

Commissioner Hix made a motion to approve Resolution 22-17 for a three-year contract renewal of the service agreement between Access One, Inc. and the Bolingbrook Park District. Second Commissioner McKay. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Hix said cash balances remain strong and projections look good. Tricia Dubiel, Superintendent of Business and Finance keeps modifying forms so we can get more information including the newly issued version of the monthly operations. Also, the district made some progress on our fund balances which is a multi-year project.

Buildings, Grounds and Natural Resources – Commissioner Andrews reported:

Commissioner Andrews made a motion to approve Ordinance 22-02 approving an agreement with Kids Around The World in regard to removal of playground equipment at Sunset Park, Freedom Park and Winston Woods Park. Second Commissioner McKay. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Andrews made a motion to approve Resolution 22-14 awarding a contract in the amount of \$43,229.20 to Denler, Inc. of Joliet, Illinois for Sealcoating 2022, (including Alternates #1 & #2). Second Commissioner McVey. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Andrews made a motion to approve Resolution 22-15 awarding a contract in the amount of \$86,900.00 to Floors Inc. of Woodstock, Illinois for BRAC Gym Floor Surface Refinish 2022. Second Commissioner Hix. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Andrews made a motion to approve Resolution 22-16 awarding a contract in the amount of \$45,240.00 to Tiles In Style, LLC of South Holland, Illinois for Outdoor Pelican Harbor Bathhouse Flooring 2022. Second Commissioner McKay. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Working with the traditional spring weather of the Chicago Region, staff is starting to prep athletic fields for the spring athletic season.

Playground removals completed by BPD staff will be completed before the end of March at Winston Woods, Community, and Bradford Playgrounds.

The NRHT crews have been hard at work pruning and removing hazardous trees from our parks. They have also made great progress clearing invasive and weedy tree/shrub species from our natural areas along our trail system. Soon they will be beginning prescribed fires, turf repair, and preparing for the growing season.

Recreation & Facilities – Commissioner McKay reported:

Recreation

Open Preschool Registration for 2022-2023 School Year begins on March 9. Families can enroll on-line or in person.

Early Childhood programs are running with good numbers and the February session has concluded with enrollment totaling 62 children. The 2nd winter session has begun and currently has 45 children enrolled for classes that start the last full week of February and end in March.

All details for the rebranding of the Dance Department are complete. Dance will begin to roll out the new logos and info in the next Newsletter.

DanceForce is planning to slowly reintroduce a dance company into the dance program. The first step in this process will take place this summer with a performance-based dance class that students ages 6-12 will be able to register for. Students will perform a couple times throughout the summer at various events, like the annual summer showcase, summer camp, and at any summer special events. This will help us gauge interest in a performance group and allow us to determine the appropriate next steps.

The Gymnastics Spring 1 session is underway and has 37 classes with 266 participants.

The Gymnastics Exhibition is back and scheduled for Saturday, June 25. The Gymnastics Exhibition gives participants the opportunity to showcase their skills and what they have learned for family and friends.

The Illusions Gymnastics Team participated in their 2nd meet of 2022 in Schaumburg on March 5-6. The teams did very well overall, here are the highlights.

- Journee O., Level 2, earned a high individual score of 9.7 on beam.
- Level 2: Abby B. and Malia W. received 9.0 or higher on all four events, earning them a spot in our 9.0 Club!
- Level 2: In the 8–9-year-old age group, Abby B. placed 1st, Zoe M. 2nd, Hailey L. 3rd.
- In the 10–11-year-old age group, Jaanvi V. placed 1st, Journee O. 2nd, Camila G. 3rd and Gianna K. 4th.
- In the 12–13-year-old age group, Malia W placed 1st place, Isabella G. 2nd place, Xia P. 4th place.
- The level 3's did well with all of them sticking their beam routines. Hayley T. placing 4th in her 8–9-year-old age group and Alexia J. received a 9.1 on floor.
- In the level 4 division Kylie V. placed 1st in her 13–14-year-old age group and Ayanna P. finished 5th in her 11–12-year-old age group and scored a 9.05 on beam.

Congratulations to three Ninja's that participated in the first Ninja Mission of the year. All of the ninjas were able to demonstrate the skills needed to advance to the next level. One ninja advanced from the Lil Ninja level to the White Ninja level and two White Ninja level participants advanced to the Yellow Ninja level.

Theatre will be having a Culver's fundraiser night on March 24 from 5-9pm. Stop by the Culvers on Bolingbrook Drive and mention the fundraiser for 15% of the proceeds will be donated to the BPD Theatre Program.

REACH enrollment is currently at 88 kids at Pioneer and 48 kids at Salk.

Martial Arts – Illinois Shotokan Karate classes have 166 enrolled in 20 programs. Tae Kwon Do has 25 enrolled in 2 classes. Current martial arts programs run through end of March. Spring session of TKD has 19 enrolled already.

Adult Volleyball & Basketball Leagues are mid-season. This is the first time getting an adult basketball league back going prior to 2019.

Registration is open for Men's Spring Flag Football and Spring/Summer Softball Leagues.

Registration is available online and in facility for Canyon Country (USA Desert Southwest) and Iceland's Magical Northern Lights. These two trips are being hosted by Collette Tours and will occur in October 2022 and March 2023 respectively.

Valley View 21st Century Community Learning Program - Staff is visiting all 10 schools each week to deliver programs on nature, science, crafting, sports, and dance. Students are enjoying the activities and feedback from school staff and administrators has been positive.

Staff is supporting a monthly series of family engagement nights exclusively for the school.

- o March will bring Family Glow Night on Friday, March 18. Guests will enjoy music, dancing, glow art, glow sticks, and more.

Meijer is sponsoring the upcoming Flashlight Egg Hunt. Registration is full at 200 guests for this exciting night time event to be held at Winston Woods on Saturday, March 19.

Fitness

February recorded 36 new memberships during the month which was just 3 short of our projected number of 39. Year to date membership sales are slightly ahead of projection at 100 actuals vs. 98 projected.

Member visits to Lifestyles Fitness recorded 5,074 for the month of February which brought the average daily visit count to 181 visits.

Rockin' Red Zumba was held on February 18. This party was sold out with a max of 25 participants! Fun was had by all and members were happy to share this experience with staff and friends.

Lifestyles received its 2nd Free Motion Incline Trainer on Monday February 24. This is a nice addition to Lifestyles other incline trainer as these new pieces have become very popular with the membership base. Treadmills are currently scheduled for a June arrival.

Aquatics

Pelican Harbor has 1,025 Annual Aquatic Memberships as of February 28. Year to date sales are ahead of projection with 50 total memberships sold versus 20 projected.

Letters have been sent to eligible 2021 seasonal Pelican Harbor staff to return for the 2022 season. Initial response is strong and staff is looking forward to a great summer season. The positions are open online for new and returning summer seasonal staff to start applying.

Interviews for new seasonal staff will begin in March.

Staff is pleased to announce that Gwen Fuesz has accepted the role of Aquatic and Fitness Assistant Manager. Gwen began her responsibilities on February 21.

BHS is wrapping up their 2022 season and the coaches are promoting the Pelicans swim clinics in May and to the Summer Swim Team.

Pelican Harbor had a total of 239 participants register for swim lessons in February.

Pelican Harbor aggressively hired and trained new staff to build the team and move numerous participants who were on the waitlist to get them enrolled in a class.

Sneak peek for the April report, great news, March lessons have hit 322 participants. This number is actually higher than 2019 March swim lessons number.

The Pelicans Swim Team currently has 83 athletes enrolled.

The team's final Conference Meet will be held on March 20 in McHenry.

Pelican's Swim Team has started offering private swim team lessons with the Pelican Coaches. This is a new option that Pelican Harbor is trying out, after one week of the information being shared 4 participants have already signed up.

Parkies Egg Hunt is April 15 from 9:00am-11:00am. Staff is looking forward to another successful event.

Marketing – Commissioner McVey reported:

Pelican Passes are available for purchase beginning April 1. Promotions will switch to promoting daily swim admissions and open day in May. Those promotions include the use of radio, social media, direct mail through Clipper Magazine and more.

Dancers will see a new logo representing the overall Bolingbrook Park District dance program as we introduce the Bolingbrook Park District Dance Academy with the summer brochure. This modern logo represents the future of dance at the district. The unique design of the letter "a" represents the upward movement of the program and the fact that our program allows all dancers to progress as high as they would like while in our program. The color choices match the Danceforce logo, which will remain mostly the same with some minor tweaks. This is a great way to represent the history of the program.

There has been an increase in applications for Customer Care Representatives. The team is anticipating being able to bring our team back up to full capacity for summer. The current representatives have done a great job and we are looking forward to adding some more support.

Golf Course & Ashbury's – Commissioner McVey reported:

February Overall Revenue exceeded target by 20%. YTD is also above target by 10%.

Restaurant Food Revenue exceeded target by 3%, Restaurant Liquor Revenue exceeded target by 6% and Banquet Revenue exceeded target by 60%.

Like last month, the payroll was off, due to budget projection error for Kitchen Cook wages. This will cycle through during the busier summer months, resulting in an overall savings by end of third quarter.

Upcoming Events:

- Wine Tasting – Wednesday March 23
- Shamrock Shoot Out – Saturday, March 26

- o Art Painting Class, Thursday, April 7
- o Easter Brunch – Sunday, April 17

NWCSRA - Commissioner McVey reported:

Summer Camp locations are nearly finalized as NWCSRA has been working to secure locations in Valley View and Plainfield School Districts. The race to secure summer staff has begun. Recruitment and interviews for new summer staff has been underway for the past month. Candidates for summer employment have not been as plentiful as during previous years. Staff have been creative to utilize a variety of different advertising and recruitment methods to secure staff needed for this summer.

The NWCSRA Annual Golf Outing will be held on June 23 at Prairie Bluff Golf Course with a shotgun start at 11:30am. This year's outing will be conducted in partnership with Angelic Kindness. Excited to return to the course with the goal of increasing participation as COVID restrictions subside.

Unfinished Business

None

Communications from the Public

None

New Business

None

Announcements

Commissioner Vastalo welcomed Gwendolyn Fuesz and promised her a challenge.

Closed Session

President Vastalo made a motion to enter into Closed Session at 7:44pm pursuant to 5 ILCS 120/2 (c) for the purpose of discussing: (1) The employment, discipline and performance of specific employees and (11) Pending or probable litigation. Second Commissioner Andrews. Roll call: Ayes: Andrews, McKay, McVey, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

President Vastalo made a motion to adjourn from Closed Session at 7:46pm. Second Commissioner McKay. Roll call: Ayes: Andrews, McKay, McVey, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Motion to Adjourn

President Vastalo made a motion to adjourn from the regular Board Meeting at 7:47pm. Second Commissioner McKay. Roll call: Ayes: Andrews, McKay, McVey, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Jake McVey**