

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

President Hix called the meeting to order at 6:00 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.

### **Community-Wide Survey**

Karin Ferenz from Customer Lifecycle gave a presentation of the results of the qualitative research for the first five focus groups. In this research, instead of six in-depth dyad/triad interviews as was used in 2020, Customer Lifecycle's 2025 design used five web-enabled interviews that covered a myriad of topics. These initial groups had 3-4 participants each. Below are some highlights Ms. Ferenz shared:

Residents' summary by areas of focus

- Overall: *upkeep of fitness equipment, expand hours, affordability, bringing people together.*
- Facilities: *Uplifts with the pool, fitness equipment, bathrooms, and some expansion.*
- Program improvements: *playground tour with range of activities, swimming, exercise for seniors, welcome groups, people with disabilities.*
- Event: *more events that bring the community together such as festivals, farmers' market, block party, carnival, picnics for more socializing.*
- Budget: *do fewer things, but do them better, narrow focus on programs and make them better, make things more affordable, maintain and keep clean.*
- Alerts and Updates: *better communication with cancellations/updates/alerts, closures by text, updates by email.*
- Mission Statement: *residents are not relating to the statement. They want the statement to be reflective of their values, bringing the community together, be family oriented, be genuine. This is what they want to see in a mission statement.*

Mike said how do we build the community using the park district, how do we get the community to utilize the resources that we have, how do we maintain those resources and build upon them to make them better in the future.

Executive Director Mike Selep presented three concepts of the mission statement. Some open discussion occurred.

Executive Director Mike Selep thanked Karin, staff and board for their input with further discussion to come.

### **District Operations and Activities Update**

President Hix declared District Operations and Activities update finished.

### **Public Comment**

None

### **Unfinished Business**

None

### **New Business**

None

### **Closed Session**

None

### **Adjournment**

President Hix made a motion to adjourn from the Workshop Meeting at 7:52 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**  
**March 20, 2025**

President Hix called the meeting to order at 7:58 pm. Roll call: Andrews, McKay, Vastalo, McVey, President Hix.

Commissioner Vastalo 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: 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 Commissioner Andrews:

- Monthly Board Meeting Workshop Minutes of February 20, 2025
- Monthly Board Meeting Minutes of February 20, 2025

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

**CORRESPONDENCE TO THE BOARD FROM PUBLIC**

President Hix received a text from a resident requesting the district look at a tree on Boughton Ridge Golf Course property that is over hanging across the creek and on to their house. Hix said a crew is going out next week to look at the tree.

**PUBLIC COMMENTS**

None

**ATTORNEY'S REPORT**

Attorney John O'Driscoll reported there is a round of AI generated FOIA requests asking for financial information from years 2024, 2014 and 2004. AI automated systems (bots) can flood agencies with large volumes of requests, presenting challenges. PAC opinion is that you have to respond to anonymous requests.

**LEADERSHIP TEAM REPORT**

Executive Director Mike Selep turned the floor over to Kim Smith, Director of Marketing and Customer Care. Kim introduced Anthony Morelli the new Superintendent of Recreation. Anthony comes to us from the Lemont Park District where he was Director of Facilities. Anthony received his Recreation Degree from the University of St. Francis. Kim said we are

very excited to have Anthony on board. Anthony is married with two daughters and in his spare time coaches boys and girls basketball tea.

Mike Selep, Executive Director announced items staff will be bringing forward next month:

- An updated IGA with Valley View School District.
- Discuss the General Use Ordinance document.
- Discuss irrigation of Lily Cache Sports Complex, Trojan Field and possibly one for Boughton Ridge Golf Course.
- Presenting a Resolution for a Memorandum of Understanding between the Bolingbrook Park District and the Conservation Foundation regarding the DuPage River and Lily Cache Creek volunteer groups.

Debbie Chase, Director of Business and Technology reported:

- Presenting a telecommunications agreement for approval at the next meeting.
- Presenting a resolution for approval to add Executive Director Mike Selep to the district's investment accounts at the next meeting.
- Debbie Chase raised time sensitivity to lock in a Utility Agreement for electric and natural gas when the rates are the best. The board did not vote but expressed that they understood the situation. A resolution giving authority or ratification would be brought to the next meeting.

Chris Finn, Director of BGNR announced the Jerry Hix Park dedication is Saturday, April 26 at 9:45 am.

### **TREASURER'S REPORT**

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the amount of \$646,375.41, subject to audit. Second: Commissioner Vastalo. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

### **LAISION REPORTS**

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

Commissioner Vastalo made a motion to approve Ordinance 25-01 amending the Bolingbrook Park District Personnel Policies to include the Remote Work Policy and remove Section 3-19 Working from Home. Second Commissioner: Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

Commissioner Vastalo made a motion to approve Ordinance 25-05 amending the Bolingbrook Park District Operations Manual regarding BPD Disaster Recovery Plan. Second Commissioner: McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

**Finance and Technology – Commissioner McKay reported:**

TPB Propco LLC, the property owners of the area known as the Promenade, disputed the 2023 and 2024 assessed valuation of their property. After a series of negotiations, the parties desire to settle all disputes pertaining to the equalized assessed valuation of the property.

This settlement agreement includes withdrawing appeals for 2023 and 2024 and making adjustments to the 2025 and 2026 assessment years. As a result, the Bolingbrook Park District will not be required to refund tax dollars collected for 2023 and 2024. Commissioner McKay made a motion to approve Resolution 25-11 the terms and authorizing the execution of the Promenade Tax Appeal Settlement Agreement. Second Commissioner: McVey. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

Commissioner McKay said based on reports Debbie Chase shared with him all funds are in balance and cash balances as well.

Commissioner Hix commented our revenues are not growing as quickly and recovering as fast as we want them to, but yet our fund balances continue to increase. Debbie Chase said we are controlling expenses and seeing areas that have strong revenue and other areas where we do not.

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

Commissioner McVey made the following motions:

Approve Resolution 25-05 awarding a contract (including Alternate Bid #1 and #2) in the amount of \$64,435.81 to SKC Construction, Inc. (West Dundee, Illinois) for the Sealcoating Asphalt Pavement 2025 project. Second Commissioner: Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

Approve Resolution 25-06 awarding a contract (including alternate bids #1-5) in the amount of \$66,750.00 to Filotto Roofing, Inc. (Crest Hill, Illinois) for the roof replacements 2025 project. Second Commissioner: Vastalo. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

Approve Resolution 25-08 approving an Intergovernmental Agreement for the design, construction, and operation of the DuPage River Trail – Weber Road improvements between the Forest Preserve District of Will County, Naperville Park District, City of Naperville, and Bolingbrook Park District. Second Commissioner: McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

Approve Resolution 25-09 awarding a contract (including all six alternates) in the amount of \$299,443.00 to Hacienda Landscaping, Inc. (Minooka, Illinois) for Playground 2025 Renovation Project. Second Commissioner: Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

Approve Resolution 25-07 approving contract in the amount of \$93,900.00 to McBroom Cleaning Services, Bolingbrook IL to clean the Annerino Community Center and Bolingbrook Recreation & Aquatic Center. Second Commissioner: Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

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

- Happy with activity levels.
- Like new ideas – blue blocks in climbing wall area
- Staff do a great job!

**Marketing** – Commissioner Andrews reported: no report

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

Commissioner Andrews welcomed Mike Mackaluso, General Manager at Boughton Ridge Golf Course. Mike reported:

- Golf rounds were up.
- Golf revenue is up.
- Dynamic pricing was a successful launch
- Food and beverage revenue was under budget, but exceeded the prior year by \$64,000
- Total revenue was up \$195,000 year over year for golf, and food & beverage.
- Boughton Ridge Golf Course was rated top 3 in Kemp Sports facilities for food and beverage in customer service.
- New events helped grow audiences. People were very excited to see new entertainment
- Upcoming events: Trivia Night BHS, 10<sup>th</sup> Hole Pub reunion, Easter Brunch, Paint & Sips, Vino & Vinyasa.
- Lots more fun to come!
- Bunker renovations

The Bolingbrook Park District entered into an agreement on June 22, 2016 to manage Boughton Ridge Golf Course and Ashbury's at Boughton Ridge and Boughton Ridge Golf Course. There have been five previous amendments to the agreement throughout the years to extend the agreement.

This sixth amendment is to extend the termination date of the agreement until December 31, 2028. This amendment also updates the agreement to align with current technology utilized, maintenance and financial procedures, as well as recalibrate incentives and termination clause to align with changing market forces.

Commissioner Andrews make a motion to approve Resolution 25-10 approving the sixth amendment to the Contract with Kemper Sports Management, LLC regarding management of Boughton Ridge Golf Course and Ashbury's. Second Commissioner: McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

**NWCSRA** - Commissioner Andrews reported:

Three of the NWCSRA Wolves basketball teams (Gold, White and Black) competed at the Special Olympics State Basketball Competition March 8-9 at Illinois State University. The Wolves White team captured the gold medal. Wolves Black team netted a bronze, and the Wolves Gold team came away with a 4th place finish.

NWCSRA Summer Camp is adding a new location in Bolingbrook in order to accommodate camper needs and interests. Full-day and half-day as well as early childhood options will be available in Bolingbrook and Plainfield locations this year.

Reminder the Joint SRA sled hockey experience for individuals with disabilities will take place on March 25 from 6:00-8:00 pm at the Darien Sportplex. The goal of this experience is to for SRAs to collaborate to expose individuals to adapted sport opportunities.

### **UNFINISHED BUSINESS**

None

### **PUBLIC COMMENT**

None

### **NEW BUSINESS**

None

### **ANNOUNCEMENTS**

Commissioner Hix welcomed Anthony Morelli and promised him a challenge.

### **CLOSED SESSION**

Commissioner Vastalo made a motion to enter into Closed Session at 8:40 pm pursuant to 5ILCS 120/2(c) for the purpose of discussing (1) The employment, discipline and performance of specific employees. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Vastalo made a motion to adjourn from Closed Session at 8:59 pm. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

### **ADJOURNMENT**

President Hix made a motion to adjourn from the regular board meeting at 9:00 pm. All in Favor "Ayes".

**Minutes Verification Signature**

*Dorothy J. Andrews*

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