

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
April 17, 2025

Vice President Sue Vastalo called the meeting to order at 4:00 pm. Roll call: Andrews, McKay, Vastalo, McVey. Absent: President Hix.

Motion Vice President Vastalo, second: Commissioner McKay to approve agenda as submitted. Roll call: Ayes: Andrews, McKay, Vastalo, McVey. Nays: None. Absent: President Hix. Motion passed 4/1.

President Hix arrived at 4:05 pm.

District Operations and Activities Update

Executive Director Mike Selep turned the floor over to Debbie Chase, Director of Business and Technology and Chris Finn, Director of BGNR who reported on the following Resolutions and Ordinances for board approval.

Debbie Chase, Director of Business and Technology said Resolutions 25-15, 25-16, 25-17 and 25-18 are changing the signatories on each of the districts investment accounts to add Executive Director Mike Selep.

- Resolution 25-15 authorizing change of Signatories on the account with the Illinois Funds.
- Resolution 25-16 authorizing Change of Signatories on the Account with IPDLAF.
- Resolution 25-17 authorizing Change of Signatories on the account with PMA Financial Network, Inc. and PMA Securities, Inc.
- Resolution 25-18 authorizing Change of Signatories on the account with PFM.
- Resolution 25-13 approving an agreement with Granite for internet, voice, data and mobile services. Debbie said this is for the district's new telecommunications provider.
- Resolution 25-14 authorizing the Director of Business and Technology to enter into a contract with the lowest cost electricity provider for a period of up to 36 months.

Chris Finn, Director of Buildings, Grounds and Natural Resources reported on the following: Buildings, Grounds and Natural Resources.

- Ordinance 25-06 approving amending the Operations Manual to include a Tree Preservation Policy. Chris explained this is tree preservation policy that the district was asked to have in conjunction with the grant received from the Morton Arboretum.
- Resolution 25-12 approving a Memorandum of Understanding Between the Bolingbrook Park District and the Conservation Foundation for an Adopt-A-Stream Program. Chris explained this is to do a clean-up on DuPage River Greenway trail along the DuPage River. This will allow organizations to do clean-ups. The Rotary Club will be the first organization to do a clean-up.

Upcoming Events

- Jerry Hix Park dedication – Saturday, April 26 at 9:45am. Arbor Day tree planting will start at 10:00 am.
- Executive Director Mike Selep and Chris Corbett, Superintendent of Projects and Loss Prevention will attend the Parks Day at the Capitol and the Legislative Conference on April 29-30.
- The Foundation for Bolingbrook Parks is working with the Chamber of Commerce for a Pechakucha Night on Wednesday, April 30.
- Parkiepalooza (all staff training) will be held Saturday, May 17.

Future Discussions

- Present a resolution next month for disclosure of date to change disclosure officer and purposes of audit.
- Present a resolution for a laptop and desktop requisition.

Updates

- Community Survey – next phase of focus groups will take place next week on Monday, Tuesday, and Wednesday.
- Fitness Survey Update – 20% of the members have taken the survey.
- Evaluating event process – looking at ways to be more efficient.
- Spray Pad – performed a soft start up on system (everything working), working through punch list items, anticipate construction completion prior to May 28.
- IGA (VVSD) – awaiting suggestions/comments from VVSD. Anticipate board approval in May.
- Indoor Pool Shutdown – Saturday, July 26 (closed for three weeks) for cleaning and general maintenance.
- General Use Ordinance – PDMRA recommended ordinance document for do's and don'ts that can help the park police to create a safer, more enjoyable experience for our patrons. Anticipate board approval in May.

Public Comment

Sean Salisbury a resident of Bolingbrook expressed his concern regarding a drone flying over his house. The person who is operating the drone is on park district property. Mr. Salisbury would like to see drones banned from park district properties. The park district is addressing this issue.

Unfinished Business

None

New Business

None

Closed Session

Commissioner Vastalo made a motion to enter into Closed Session at 4:26 pm pursuant to 5ILCS 120/2(c) for the purpose of discussing (11) Pending or probable litigation and (1) The employment, discipline and performance of specific employees. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Hix made a motion to adjourn from Closed Session at 4:43 pm. Second: Commissioner Vastalo. 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 Workshop Meeting at 4:44 pm. Second: Commissioner Vastalo. All in Favor "Ayes".

Minutes Verification Signature

A handwritten signature in cursive script that reads "Dorothy J. Andrews".

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

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
April 17, 2025

President Hix called the meeting to order at 4:44 pm. Roll call: Andrews, McKay, Vastalo, McVey, President Hix.

Attorney James Hess began the meeting with the Pledge of Allegiance.

Commissioner Hix made a motion to approve the agenda as submitted. Second: Commissioner McVey. 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 March 20, 2025
- Monthly Board Meeting Minutes of March 20, 2025
- Closed Session Meeting Minutes of March 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

Commissioner McVey had a conversation with Michael Murray regarding Pickleball. Mr. Murray requested a fourth net for a challenge court. McVey said this has already been addressed. McVey announced there will be a Pickleball Town Hall meeting tomorrow at 10:30 am.

PUBLIC COMMENTS

Sean Salisbury a resident of Bolingbrook residing at 1479 Firethorn Street said he lives near Champions Park and asked if the crew who picks up the trash can check for glass that is underneath the picnic benches in the park.

Mr. Salisbury also expressed concerns regarding motorized bikes in parks. Chris Finn, Director of BGNR said they are major problems at our parks and all other park districts as well. Chris said pedal assist and fully assist up to 20 miles are legal.

Mr. Salisbury thanked the board for their time.

ATTORNEY'S REPORT

Attorney James Hess said there is a new law going into effect regarding ebikes and motorized bikes statewide. More to come.

LEADERSHIP TEAM REPORT

Executive Director turned the floor over to Anthony Morelli, Superintendent of Recreation. Anthony announced Luke Sefcik will be the new Facility Manager at BRAC. Luke stepped up when staff left and took the role of Facility Manager (his previous job was Assistant Facility Manager). Luke will be assisting Anthony with the hiring of a new Facility Manager at ACC. Anthony said we are very happy to have Luke.

Susan Meier, Assistant Superintendent of Recreation introduced Tom Shimko the new Parks Maintenance Manager. Susan said Tom comes to us from the Woodridge Park District. He received his degree from St. Francis recreation. Tom has two kids and a cat named Strap. Tom likes to play guitar, golf, hike and fish.

Debbie Chase, Director of Finance and Technology announced Tina Simpson as the new Business Manager. Tina started with the district in 2016 holding multiple roles. Her passion and care for the district reflect in the quality of her work. Debbie looks forward to her continued growth and development.

TREASURER'S REPORT

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the amount of \$593,629.75, 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:

- All Staff Training (Parkiepalooza) will be held Saturday, May 17.
- Staff is meeting with Bolingbrook Police Department to discuss Officer assignments for Summer 2025.

Finance and Technology – Commissioner McKay reported:

- Commissioner McKay made a motion to approve Resolution 25-14 authorizing the Director of Business and Technology to enter into a contract with the lowest cost electricity provider for a period of up to 36 months. Second: Commissioner Vastalo. 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 25-15 authorizing change of Signatories on the account with the Illinois Funds. Second Commissioner Vastalo. 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 25-16 authorizing Change of Signatories on the Account with IPDLAF. Second Commissioner Vastalo. 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 25-17 authorizing Change of Signatories on the account with PMA Financial Network, Inc. and PMA Securities, Inc. Second: Commissioner Vastalo. 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 25-18 authorizing Change of Signatories on the account with PFM. Second: Commissioner Vastalo. 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 25-13 approving an agreement with Granite for internet, voice, data and mobile services. Second: Vastalo. Roll Call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Buildings, Grounds and Natural Resources – Commissioner McVey reported:

- Commissioner McVey made a motion to approve Ordinance 25-06 to amend the Operations Manual to include a Tree Preservation Policy. Second: Commissioner Andrews. Roll Call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.
- Commissioner McVey made a motion to approve Resolution 25-12 approving a Memorandum of Understanding between the Bolingbrook Park District and the Conservation Foundation for an Adopt-A-Stream Program. Second: Commissioner Andrews. Roll Call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.
- Crews are very busy getting fields, parks, and the pool ready for summer.
- Three events on Saturday, April 26; Jerry Hix Park dedication, Arbor Day tree planting and Touch a Truck.

Recreation & Facilities – Commissioner Hix reported:

- Early childhood programs continue to exceed expectations with enrollments.
- Gymnastics and Cheer had their St. Patrick's Day meet with 3 out the 4 groups winning 1st place and 4 group in second place.
- Camp Alotta Fun registration is officially open.
- Nature fans can sign up for two upcoming programs: Animal Tracks 101 on April 19 and Science of Decomposers on April 26. Both programs are all ages and will feature real artifacts from plants and animals.

- Week of the Young Child starts Tuesday, April 22 through Saturday, April 26.
- Block Party Package applications will be available for community wide activities/event and block parties starting April 1, 2025.
- Registration is open for spring for adult athletics
- Pickleball registration is open for Mixed Doubles, Intermediate and Advanced tournaments.
- The Annerino Racquetball & Wallyball Courts have brought in 37 rentals throughout the month of March and a total of 123 rentals for 2025.
- Lifestyles Fitness recorded 4,910 visits to the fitness center and 3,910 group fitness visits for a total of 8,820.

Marketing – Commissioner Andrews reported:

- The Pelican Harbor rates and hours page on the website was rebuilt to accommodate the varied hours and rates required for the operation. The new structure is very clear and easy to read for the customer on both mobile and desktop views. It is also very easy to update for specific days of the week.
- The Innovation Committee added QR Fit Trail signs around Central Park and on Lily Cache Greenway near the west campus June 1.
- The marketing and technology team are partnering together to launch the new Bolingbrook Park District mobile app.
- Final interviews are taking place for the summer high school customer care intern. This is in partnership with the Will County Center for Economic. The customer care intern will assist with phone calls, audits, and assisting the birthday party sales coordinator during the peak season.

Golf Course & Ashbury's – Commissioner Andrews reported:

- Ashbury's and Boughton Ridge Golf Course's total revenues for the month of March are below budgeted revenue by \$7,368, which is 7.3% under budget.
- In February overall golf revenue exceeded budget by \$4,962 (19.4%); however, the vast majority of the golf revenue was received on a few very unseasonably warm days
- Expenses were managed close to budget throughout the month.
- Payroll was 13.1% under budget for the month.
- In February overall operating expenses were 7.4% under budget for the month and 1% under budget YTD.
- Expanded hours went into effect at Ashbury's for the summer on March 31:
 - Monday 11am-9pm, Tuesday – Thursday 11am-10pm
 - Friday – 11am-11pm; Saturday 10am-11pm; Sunday 10am-9pm.
 - Kitchen will close ½ hour before closing all days, except Sat/Sun where it will close one hour before closing.
- Featured for April & May
 - Comedy Night – April 19
 - Easter Brunch – April 20 – 10:30 am and 1:00 pm seatings
 - PechaKucha – April 30
 - Tina Turner Experience with Brandye Phillips – May 15
 - Trivia Nights are continuing each Tuesday night.
 - All You Can Eat Fish Fry on Friday nights

NWCSRA - Commissioner Andrews reported:

- The NWCSRA Day Program continues to grow in popularity. The program has recently expanded from four to six full-day groups and serves a total of 64 adults with disabilities in a recreation-based day program. Groups are based in Plainfield, Romeoville and Bolingbrook.
- NWCSRA received 42 requests for inclusion services throughout the member agencies during the month of March, and 21 individuals are currently receiving support.
- Budgeted inclusion dollars (to pay for inclusion companion staffing) per member agency is calculated at 3% of each member agency's contribution. As of March 23, Bolingbrook Park District has utilized \$5,491 dollars, which is 32% of the \$17,400 allocated. According to the member agreement, when the budgeted dollars have been used,
- The March 25 sled hockey demo was successful in gaining participation from NWCSRA, SEASPAR, LWSRA, SSSRA and SWSRA hosted a sled hockey experience. There were 16 participants in attendance from cooperating SRAs that will work together to continue to monitor the option to offer this sport.

Commissioner Hix commented operations at Boughton Ridge Golf Course and Ashbury's have changed dramatically over the last year. A number of events that were run were completely sold out. Golf leagues for spring are at near capacity. General Manager Mike Mackaluso and Assistant General Manager, Nathan Oestreich along with the Kemper Sports team took it upon themselves to change the operation.

UNFINISHED BUSINESS

None

PUBLIC COMMENT

None

NEW BUSINESS

None

CLOSED SESSION

None

ANNOUNCEMENTS

Commissioner Hix congratulated Luke Sefcik and Tina Simpson on their new roles and welcomed Tom Shimko the New Park Maintenance Manager. Hix promised them a challenge.

Executive Director Mike Selep congratulated elected Board of Commissioners Jake McVey and Frank McKay.

ADJOURNMENT

President Hix made a motion to adjourn from the regular board meeting at 5:27 pm. All in Favor
“Ayes”.

Minutes Verification Signature

A handwritten signature in cursive script that reads "Dorothy J. Andrews".

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