

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
May 15, 2025

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

Motion President Hix, second. Commissioner McKay to approve the agenda as submitted. Roll call: Ayes: Andrews, McKay, McVey. Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

District Operations and Activities Update

Executive Director, Mike Selep reviewed the following Resolutions and Ordinance:

- Resolution 25-20 adopting an unmanned aircraft policy. Selep said it's basically a drone policy. This will provide a secure and comfortable environment in our parks.
- Resolution 25-21 adopting a micromobility device policy. Selep said this is to allow certain types of motorized vehicles that have an electric motor with less than 750 watts, maximum speed of 20 mph, functioning pedals, and the rider must be at least 16 years of age. Post signs in heavy traffic areas.
- Resolution 25-22 authorizing Tressler LLP to represent Bolingbrook Park District's interests regarding property tax exemption proceedings.

Debbie Chase, Director of Business and Technology reported:

- Resolution 25-19 approving Requisition #REQ0017981 with Dell Marketing L.P. in the amount of \$49,001.98 for capital asset replacement of desktops and laptops.
- Ordinance 25-07 amending the disclosure compliance policy of the Bolingbrook Park District, Will County, Illinois. Debbie said this will remove Tricia Dubiel and add her as the Disclosure Officer.

Updates

- Possible venue change from Brooks Middle School for Disney's "finding Nemo" play and Parkiepalooza to BJ Ward Middle School. Power outage at Brooks Middle School.
- Central Park Spay Pad Celebration is May 28 at 4:00 pm.
- The Foundation for Bolingbrook Parks will hold their Glow Golf outing on Friday, June 13 at Boughton Ridge.

Future Discussions:

- June board meeting – two different 3-year comcast agreements. One is for internet and television services at Ashbury's and the other is an agreement to support our irrigation system.

- Community-Wide Survey – completed the follow-up focus group – received feedback. Sharing results with staff at the next Operations meeting - incorporate some ideas from feedback.
- Held first New Parent Network Group with 4 in attendance.
- Fitness Survey – received positive feedback. A survey will be conducted each year.
- Pickleball – set up court at Annerino Community Center for indoor pickle ball. Convert some of the tennis courts to pickleball courts. This will provide additional courts.
- General Use Ordinance – board to review and send questions to Executive Director, Mike Selep.

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 7:08 pm. Second: Commissioner McVey. All in Favor “Ayes”.

Minutes Verification Signature



Bolingbrook Park District Board Secretary
Sue Vastalo

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
May 15, 2025

President Hix called the meeting to order at 7:13 pm. Roll call: Andrews, McKay, McVey, President Hix. Absent: Vastalo.

Luke Sefcik began the meeting with the Pledge of Allegiance.

Commissioner Hix made a motion to approve the agenda as submitted. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1

President Hix made a motion to approve the following meetings subject to Attorney review:

- Monthly Board Meeting Workshop Minutes of April 17, 2025
- Monthly Board Meeting Minutes of April 17, 2025
- Closed Session Meeting Minutes of April 17, 2025

Second Commissioner Andrews. Roll Call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

CORRESPONDENCE TO THE BOARD FROM PUBLIC

None

PUBLIC COMMENTS

None

ATTORNEY'S REPORT

None

LEADERSHIP TEAM REPORT

Executive Director, Mike Selep thanked the entire team and Kim Smith, Director of Marketing and Customer Care for getting Parkiepalooza in full gear this year.

Selep announced Park Police Officer Rich Burdett will be receiving a lifesaving medal of Accommodation today. He resuscitated a gentleman.

TREASURER'S REPORT

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the amount of \$700,189.19, subject to audit. Second: Commissioner McVey. Roll call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

LIAISON REPORTS

Administration and Personnel – Commissioner Hix reported on behalf of Commissioner Vastalo.

Commissioner Hix made a motion to approve Resolution 25-20 adopting an unmanned aircraft policy. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

Commissioner Hix made a motion to approve Resolution 25-21 adopting a micromobility device policy. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

Finance and Technology – Commissioner McKay reported:

Commissioner McKay made a motion to approve Resolution 25-19 approving Requisition #REQ0017981 with Dell Marketing L.P. in the amount of \$49,001.98 for capital asset replacement of desktops and laptops. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

Commissioner McKay made a motion to approve Ordinance 25-07 amending the disclosure compliance policy of the Bolingbrook Park District, Will County, Illinois. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

Commissioner McKay said the 2024 property tax extension report was received from Will County. The district's overall equalized assessed value has been increased.

Staff have been working diligently on the Comprehensive Annual Report. The report be presented to the Board for approval at the June meeting.

Commissioner McKay made a motion to approve Resolution 25-22 authorizing Tressler LLP to represent Bolingbrook Park District's interests regarding property tax exemption proceedings. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

Buildings, Grounds and Natural Resources – Commissioner McVey reported:

All departments have been busy in the parks & at facilities getting them ready for springtime activities. The participants that have bought plots at the Community Garden have started planting crops in the ground.

The buildings department continues preparation of Pelican Harbor outdoor pool, which will be opening on May 24. Several underground water leaks have been located and repaired.

Due to the water damage at Annerino Community Center that occurred at the climbing wall, floor padding has been ordered and is planned to be installed by May 30.

The grounds and NRHT departments helped The Conservation Foundation host its annual River Sweep along the DuPage River Greenway on Saturday, May 3 at Royce Road. We had 39 volunteers, including 23 members of the Bolingbrook Rotary Club come out to help pick up garbage, hand pull invasive plants, and cut down small invasive shrubs. The purpose of this volunteer event is to “sweep our rivers clean” by picking up debris in and along the local waterways.

The roof replacements project has been completed. The check from PDRMA for reimbursement of the DDCTR Roof has been received as well.

Staff are in the process of installing a light pole, which would include surveillance cameras for the spray pad and parking lot at Central Park. Special thanks to the Village of Bolingbrook for assisting with the installation.

Product is starting to arrive at Boughton Ridge to begin the replacement of irrigation for the golf course. The new irrigation system will allow our property management group to manage irrigation while on the course vs. having to go back into the clubhouse, along with a better system to troubleshoot with a locate system. Anticipate project starting soon and being completed as weather allows.

Construction for the playgrounds has begun. Contractor has begun installing equipment at Knights of Columbus and hopes to complete it within the next few weeks. Playground equipment for Gateway Wetlands is set to arrive around Memorial Day with anticipated completion by end of June. Staff are working through stormwater management concerns with the Village of Bolingbrook that could delay the trail replacement at Knights of Columbus.

Recreation & Facilities – Commissioner Hix reported:

Preschool Step-Up and Graduation Programs for 3's and 4's will take place on Thursday, May 15 or Friday, May 16 during class time.

Early Childhood programs continue to exceed expectations with enrollments.

Week of the Young Child was amazing with a total of 1,456 attendees. Hix said this is a free event.

Visit Your Local Parks has 7 locations this year.

Six free Wednesday concerts are scheduled for the month of June and July. The Village will also sponsor 6 concerts.

BPD Dance Company Audition Prep class will be on Saturday, May 24 at BRAC.

The Illusions Gymnastics Team competed at the AAU Central District Meet in Romeoville, IL on May 2-4.

Final preparations for summer Day Camp are underway. Day Camp will begin on June 2 and run through August 8.

Teen pool parties are back this summer. High School Night will occur on Thursday, June 5 and Middle School Night will occur on Thursday, July 31

Families of all ages are invited to the free annual Family Bike Challenge on Saturday, May 10. Participants will travel to various locations to complete simple challenges for the chance to win a small prize.

Families of children, 2 and older are invited to the Colors of Nature Art Experience on Monday, May 12 to create their own paint palette using found items.

Lifestyles Fitness recorded 4,341 visits to the fitness center and 4,136 group fitness visits for a total of 8,820. Lifestyles have 962 annual members to date.

Outdoor Pelican Harbor opens on Saturday, May 24! Shade shells are available via online reservations or in-person day of at the gate. All day rentals for \$40 per shade shell.

Over 1,100 participants in rentals, birthday parties and groups.

Year-to-date swim lessons have made a total of \$125,732.52 in revenue.

Annerino Community Center (ACC) Gym and Room rentals have made \$9,518.50 total for the year 2025 and the Bolingbrook Recreation Aquatic Complex (BRAC) Gym and Room rentals have made \$29,089.50 total for the year 2025.

Marketing – Commissioner Andrews reported:

This year's Summer Parks Challenge is taken to a whole new level. The interactive challenge will feature the use of the Goosechase App. Families can sign up to participate in the app. Each week new missions will be released. Missions will feature not only Bolingbrook Park District events, activities and natural areas, but also other businesses and events in Bolingbrook.

Jenna Greenberg has been hired as our summer marketing intern. She is a student at Indiana University majoring in media advertising. She began her experience with us on Wednesday, May 14. She is also currently a head lifeguard at Pelican Harbor. We are excited to welcome Jenna to the team.

Golf Course & Ashbury's – Commissioner Andrews reported:

Ashbury's and Boughton Ridge Golf Course's total revenues for the month of April were above budgeted revenue by \$5,442, which is 4.3% over budget.

Overall golf revenue fell short of budget by \$2,742 (4.9%); but exceeded revenue collected last year by \$2,375.

Banquet revenue was under budget by \$1,299.

Expenses were well controlled for the month as well as year-to-date. Overall expenses are 3.5% below budget for the year.

There were several successful events throughout the month of April: Easter Brunch had 165 attendees, Comedy Night had 60 attendees and PechaKucha had 90 attendees.

Featured events for May & June

- Tina Turner Experience with Brandye Phillips – May 15
- Non-Profit Coalition Paint & Sip – May 21
- Memorial Day Scramble – May 24
- Foundation for Bolingbrook Parks Glow Golf Outing – June 13
- Trivia Nights are continuing each Tuesday night.
- All You Can Eat Fish Fry on Friday nights

NWCSRA - Commissioner Andrews reported:

Amber Provancal was hired in the newly created Services Manager role where she will have an oversight of the inclusion process at NWCSRA.

NWCSRA received 46 requests for inclusion services throughout the member agencies during the month of April, and 34 individuals are currently receiving support. A total of 17 of those requests were from the Bolingbrook Park District and 14 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 April 21, Bolingbrook Park District has utilized \$6,733 dollars, which is 39% of the \$17,400 allocated.

A total of 10 Unified Bags teams from NWCSRA competed in the Unified Bags Competition held at the Joliet Park District on April 12. This was the third year of the Special Olympics of Illinois hosting this competition.

UNFINISHED BUSINESS

None

PUBLIC COMMENT

None

NEW BUSINESS

Attorney John O'Driscoll administered the Oath of Office to newly elected Park Board Commissioners, Frank McKay and Jake McVey.

Election of Board Officers:

Commissioner McKay made a motion to nominate Jerry Hix as President of the Board, second: Commissioner Andrews.

Commissioner McKay made a motion to close nominations, second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, McVey, Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

Commissioner Hix made a motion to nominate the following slate:

- Jacob McVey, Vice President
- Sue Vastalo, Secretary
- Frank McKay, Treasurer
- Dorothy Andrews, Commissioner

Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

Commissioner McKay made a motion to close nominations, second: Commissioner McVey. Roll call: Ayes: Andrews, McKay, McVey, President Hix. Nays: None. Absent: Vastalo. Motion passed 4/0/1.

Commissioner Hix appointed the following Board Liaisons for the coming year:

- Administration and Personnel – Commissioner Andrews
- Finance and Technology – Commissioner McKay
- Recreation and Facilities – Commissioner McVey
- Buildings, Grounds, and Natural Resources – Commissioner Hix
- Marketing – Commissioner Vastalo
- Golf Course and Ashbury's – Commissioner Vastalo
- NWCSRA – Commissioner Vastalo

CLOSED SESSION

None

ANNOUNCEMENTS

Commissioner Hix announced the following ceremonies for Memorial Day will be held at Boardman Cemetery, the Cemetery on east Boughton Road, and Village Hall at the Veterans Memorial Wall.

ADJOURNMENT

President Hix made a motion to adjourn from the regular board meeting at 7:53 pm. Second: Commissioner McKay. All in Favor "Ayes".

Minutes Verification Signature



Bolingbrook Park District Board Secretary
Sue Vastalo