

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
July 18, 2024

President Hix called the meeting to order at 6:30 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.

District Operations and Activities Update

Review of Resolutions

Executive Director Mike Selep reviewed the following resolutions:

Resolution 24-17 approving an intergovernmental agreement for police services between the Village of Bolingbrook and the Bolingbrook Park District subject to attorney review.

Mike reported the Village approved the agreement on Tuesday. A few additions were made to the agreement: (1) added to the agreement the park district shall be allowed a 60-day payment processing window pursuant to the prompt payment act and added police to patrol all pathways for the district, not just DuPage Greenway Pathway. Two officers will service the park district with alternating shifts.

Mike said the agreement has been in place for 22 years paying the Village of Bolingbrook \$90,000 a year. This agreement would go up to \$120,000 for fiscal year 2024-2025. Commissioner Vastalo stated there was one time the district received a land cash donation and the Village acquired the donation in lieu of payment. Some discussion ensued regarding the agreement.

Resolution 24-18 approving fifth amendment to the contract with Kemper Sports Management regarding management of Boughton Ridge Golf Course and Ashbury's. Commissioner Hix said the new team at Ashbury's is doing a phenomenal job. The board had no questions. Selep thanked the board for all their support.

Operations Update

Kim Smith, Director of Marketing and Customer Care announced the Bolingbrook Advent Hospital is sponsoring movie night tonight. "Trolls" will be the feature movie. 500 people are registered for the event.

Kim reported on Wednesday, September 11 the Park District Admin. Team is going to give a tour of parks to Kenneth Rose the new President and CEO of AdventHealth and his Executive Team.

Kim announced Liv Golf signed on as a presenting partner sponsor for Parkie's 5K.

Kim reported WGN was scheduled to film their "Around Town" segment at Pelican Harbor on Thursday morning but was cancelled due to severe weather the night before. The segment has been rescheduled for August 7 from 7:00 am to 10:00 am at Pelican Harbor. Dave Burisek, Fitness Manager will talk about the district's aqua fitness programs and Gwen Fuesz, Aquatic Manager will talk about swim lessons and Pelican Harbor.

Debbie Chase, Director of Business and Technology talked about migrating office products to the cloud. There are currently 11 test users in the cloud working through a few minor issues. Next month everyone will transition to the cloud which will include the board members' accounts. More details to come next month.

Mike Selep, Executive Director distributed the 2025 Election schedule to board members. Packets for the 2025 Consolidated Election will be available for pickup on August 20.

Chris Finn, Director of BGNR talked about people helping themselves to the community gardens. Most plots have fences, some have locks and one garden plot has solar powered cameras. Staff put up signs to deter people from helping themselves to the produce in the garden plots. Staff also reached out to PDRMA regarding policies for cameras on park district property. Staff will relay PDRMA's findings to the board when it becomes available.

Commissioner Andrews asked if there were bilingual signs posted. Chris Finn said no, but will post bilingual signs.

Project Updates

Chris Corbett, Superintendent of Projects and Loss Prevention reported:

- Central Park Splash Pad – out to bid. Bid opening scheduled for August 1.
- Wipfler Park/Tibbott School – restoration is complete, still having cars using it as a road. Staff is adding a third piece of split rail fence to help stop traffic.
- Sawgrass/Pulte – Pulte to provide a cost from Siebert Landscaping for a care plan that would restore the landscaping to park district standards. A care plan was received from Siebert Landscaping. Staff are reviewing.

Public Comment

None

Unfinished Business

None.

New Business

None

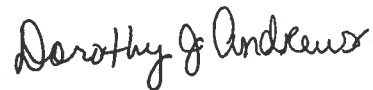
Closed Session

None

Adjournment

Commissioner Hix made a motion to adjourn from the Workshop Meeting at 7:07 pm. Second: Commissioner Vastalo. All in Favor, "Ayes". Motion passed 5/0.

Minutes Verification Signature



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

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
July 18, 2024

President Hix called the meeting to order at 7:08 pm. Roll call: Andrews, McKay, Vastalo, McVey, President Hix.

President Hix asked TJ Wydner from KemperSports to begin the meeting with the Pledge of Allegiance.

Motion President 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 President Hix, second: Commissioner Vastalo to approve the following meetings:

- A. Monthly Board Workshop Meeting Minutes of May 16, 2024
- B. Monthly Board Meeting Minutes of May 16, 2024
- C. Closed Session Meeting Minutes of May 16, 2024

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 said he received a couple of positive comments on Ashbury's new furniture and received just few negative comments regarding overgrown landscaping/vegetation at Ashbury's.

Commissioner Hix received email from Tom Padula regarding the garden plots. Hix will respond back to Mr. Padula.

Commissioner Hix also received a request for a clock near the Pelican Harbor lap lanes. Staff will look into this request and get back to board members.

PUBLIC COMMENTS

None

ATTORNEY'S REPORT

Attorney John O'Driscoll said the board will receive a memo about the ruling by the U.S Supreme Court regarding homeless people camping in municipal situations and it also pertains to park districts.

LEADERSHIP TEAM REPORT

Executive Director Mike Selep thanked the Bolingbrook Police Department for their assistance this past week with the Pelican Harbor and Heritage Park situations. There was word on social media that teens were going to overtake Pelican Harbor as well as Heritage Park. Police worked park district staff to make sure that did not occur. Selep also thanked Fitness Manager Dave Burisek for his extra support at Pelican Harbor.

Selep announced the park district has a new community Park Police Officer assigned through the Bolingbrook Police Department, Pete Moranda. He is a 19-year veteran with the Bolingbrook Police Department. Staff our excited to have Officer Moranda on board.

Selep will be sending out dates for budget workshops. Tentative dates are November 4, 6 or 7.

TREASURER'S REPORT

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the amount of \$582,244.34, subject to audit. Second: Commissioner McVey. 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 Resolution 24-17 approving an intergovernmental agreement for police services between the Village of Bolingbrook and the Bolingbrook Park District subject to attorney review. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

The shelter at Century Park was vandalized with a garbage can fire June 30.

PDRMA performed on-site visits to the parks department and aquatic department and identified some items to address. Staff are working addressing these items.

Finance and Technology – Commissioner McKay reported:

The Business Operations team has been handling inventory management for Pelican Harbor this summer. This will allow the team to find ways to improve the process and make it more efficient. The team has done a great job of providing accurate accounting of the inventory.

Debbie Chase, chair of the IPRA IT Networking Committee, hosted an in-person meeting on Friday, June 21st at Ashbury's with 24 members in attendance. Presentations included Forging Strong Security Leadership: A Top-Down Approach and Strategic Budgeting for Cybersecurity Success, provided by Mindsight.

Buildings, Grounds and Natural Resources – Commissioner McVey reported:

The Community Garden plot users are invited to the Bolingbrook Garden Club Annual Picnic at the Boan Woods Shelter on July 27, noon -3:00 pm.

Extra staff were on garbage duty for the 4th of July clean up on July 5 with excessive garbage in our parks system from renters and the general public using our parks to shoot off their own fireworks.

Beginning Monday, August 5 through Friday August 18, the indoor pools will be closed for maintenance. General maintenance includes cleaning surge tanks, filtration systems, stainless steel polishing and many other various duties will be completed.

Fibar (wood chips) has been added to 5 playgrounds; those playgrounds are: BJ Ward, Johansen, Veterans, Riverbend, and Century.

Staff is working on fixing the tennis boards at the tennis courts.

Sealcoating at Indian Boundary to take place late July, early August. Staff are working with awarded contractor to schedule dates.

Pavilion at Gateway Wetlands was provided a small facelift with updated wood rails, shingles, and a complete painting.

Recreation & Facilities – Commissioner Hix reported:

President Hix reported it has been a very busy summer. Hix said staff did a great job preparing and then executing this summer. Activity level is up! Memberships and participation is good. Hix thanked staff.

Marketing – Commissioner Andrews reported:

The Customer Care Manager attended the Advocate Health Care Community Resource Fair held at the Fountaindale Public Library on Tuesday, July 2.

The number of Google Search impressions increased 30% this year. This means that more people are searching for Pelican Harbor on Google and are finding our page.

The translation devices for the Customer Care Team to better serve our non-English speaking customers have arrived. The team is working with the IT team to get them set-up and training team members. These devices will be a welcome addition to the team.

The Customer Care Assistant Manager resumes customer service audits in June. The majority of the feedback was positive. John Madden reported that his son was extremely happy with camp and is enjoying being there.

Kayla Easley mentioned in her audit response that Linda Owens, Customer Care Representative, was a great conversationalist. Kayla knows that camp registration can be done online but prefers to come in for the conversation and customer service she receives.

Feedback for improvement was received from Daniel Scott. He plays Wallyball with his friends. He mentioned that he would like to know if there is any way to regulate the heat in the rooms. Is hard for him and his friends to play.

Total calls are up and transactions have increased.

Golf Course & Ashbury's – Commissioner Andrews reported:

The current agreement with Kemper Sports to manage Boughton Ridge/Ashbury's runs through December 31, 2024. It is set to automatically renew on September 1 for an additional two years. A request has been made by Kemper Sports to renew the current agreement for the additional two years.

With staff recommendation Commissioner Andrews made a motion to approve Resolution 24-18 approving fifth amendment to the contract with Kemper Sports Management 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 passed 5/0.

There has been a 9.7% overall revenue increase since the same time in 2023 with revenue improvements in golf, food and beverage and catering revenue. Expenses are being well managed at 5% under budget for FY2024 to date.

Overall revenue for June 2024 was below budget by \$17,618. It remains \$700 ahead of YTD budget and \$69,677 ahead of last year's revenue at this time last year.

Golf revenues were 14.7% below budget for June. It was a warm and rainy month compared to June of 2023.

Food and beverage revenue was ahead of budget by a total of \$1,621 for the month of June, \$7,608 ahead of overall revenue for FY24 and \$23,603 ahead of last year's revenue at this time.

Banquet revenue was \$8,881 below budget for June, \$3,478 below for FY24 and \$12,475 ahead of last year's revenue at this time.

Operational expenses were managed well throughout the month. Payroll was 1.5% under budget for the month and overall operating expenses are 6.4% under budget YTD.

The new patio furniture and menu has received a positive reception from patrons.

There were some successful events scheduled in the past month, including an Independence Day Outing and Foundation for Bolingbrook Parks Glow Golf Outing.

Events coming up for July and August – Trivia Tuesdays and Wine and Dine (July 27 and August 17).

NWCSRA - Commissioner Andrews reported:

NWCSRA received a check for \$249,999.99 from a legislative add-on grant through the Illinois Department of Human Services via State Senator Meg Loughran-Cappel to provide additional funding towards rising staffing, supply and contracted program expense.

NWCSRA hosted an Illinois Park and Recreation Association's Therapeutic Recreation Section Softball Tournament on Sunday, July 14 at Bulldog Park, which featured three different divisions.

Planning is well underway for the Third Annual Celebration of Special Recreation, which will be held on Saturday, October 5 at the Annerino Community Center.

UNFINISHED BUSINESS

None

PUBLIC COMMENT

Mike Mackaluso, General Manager of Ashbury's thanked the Board of Commissioners for all their support. Commissioner Hix said the team is doing a good job. Commissioner McKay said he received comments that the staff are positive.

NEW BUSINESS

None

ANNOUNCEMENTS

None

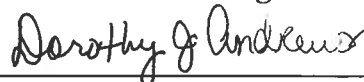
CLOSED SESSION

None.

ADJOURNMENT

President Hix made a motion to adjourn from the regular board meeting at 7:29 pm. Second: Commissioner Vastalo. All in Favor "Ayes".

Minutes Verification Signature



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