

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
July 21, 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.

Executive Director Ron Oestreich opened the floor to Bob Kalnicky the Executive Director of Community Service Council and John Martin owner of Bar Stool Depot to present a potential fundraiser for the Bolingbrook Park District.

Mr. Kalnicky said he talked to Mr. Oestreich regarding a program that could be a potential fundraiser not only for Community Service Council, but for the Parks Foundation. Community Service Council has been around for 44 years as a non-profit serving the community of Bolingbrook. The potential fundraiser is an electronic raffle game. This type of game has been in place at Tailgaters for 11 years.

Mr. Kalnicky said CSC's proposal for the raffle game is as follows: 25% would go to charities which would be CSC and the Foundation for Bolingbrook Parks, Bolingbrook Park District would receive 20% (Ashbury's as the owner and operator of the venue), Village of Bolingbrook would receive a 5% tax across the board, Video King would receive 25% which is the company that manufactures and maintains the games and Bar Stool Depot would receive 25% as they trouble shoot any problems between CSC and Video King.

Mr. Kalnicky said there is no upfront cost to the Park District and asked the board to consider the proposal.

Commissioner McKay asked who would be administering the docking station so underage people can't gain access to the game. Mr. Kalnicky said the game has to be requested from a staff member.

Commissioner McKay asked if it is our staffs' responsibility to make sure people are of legal age? Mr. Martin said when a person wants to play they have to give the bartender cash. The bartender would then know who was asking to play. This is strictly a cash transaction no credit cards accepted.

Commissioner Hix asked how is it different from gaming? Mr. Martin replied the only difference is that it is an electronic raffle not slot machines. It is a twenty-four random generated system.

The Board thanked Mr. Kalnicky and Mr. Martin for their presentation and they stated that they would discuss this in future meetings.

Operational Updates

Susan Meier, Day Camp, REACH and Enrichment Program Manager presented a recap of her area.

REACH

- Enrollment numbers are continuing to increase from last year, but not quite at the numbers that we had pre-pandemic in 2019 to 2020.

- Total enrollment for REACH at Jonas Salk was 50 vs 76 children in 2019/2020.
- Total enrollment for REACH at Pioneer was 89 vs 123 in 2019/2020.
- Profit margin still similar from 2019 to 2020, 40% with six sites and 39% with two sites.
- Slight loss in revenue going from six sites down to two sites.
- Offering Enrichment during REACH once a month.
- The Challenge program has come to both of our sites this in will increase our enrollment numbers.
- New Marking techniques – pamphlets.
- Re-evaluating for the future - We are currently offering 3 and 5 days. Looking at adding in 2 days, 3 days, 4 days instead of the current two options.

Commissioner Andrews said she liked how Susan’s leadership abilities are flowing over with the collaboration of her staff.

Tricia Dubiel, Superintendent of Business and Finance reported:

- Sikich, LLP presented the district’s annual financial report last month for FY 2021. This will be the conclusion of the district’s audit contract with Sikich, LLP. As best practice, the District changes auditing firms periodically for transparency. Tricia reported 12 audit firms were invited to submit a proposal for services. Four firms responded. The team is currently reviewing proposals in hopes to have a proposal and contract for board approval at the August board meeting.

Chris Corbett, Superintendent of Projects and Planning reported:

- DuPage River Greenway Playground will be open to the public next week. Waiting for wood fiber. Ken McEwen’s team has done a wonderful job.
- Indian Chase Meadows parking lot – resident concerns (too dark along the sports courts) adding additional lighting. Electrical lines bored. The Village will be assisting with installing the posts and the parking lot lights next Monday or Tuesday.
- Sports Court is complete at Prairie Trails tennis courts and Indian Chase basketball and tennis courts.
- Pickleball courts at Indian Chase Meadows delayed due to staffing.
- BRAC Gym projects – re-sanding, re-staining & re-stripping entire gym surface starting Monday morning.
- Indian Boundary parking lot, possible delay due to a union strike. Hopefully work will start after Labor Day.
- Remington ballfield lights are up and operable. Staff has control of lights on site and via website. CEO flying out to meet on site to see what additional services they can provide at no additional cost.

Executive Director Ron Oestreich informed the board staff are working on the Strategic Plan. They have gone through the SWOT Analysis and eight months ago completed the prioritization of capital improvements.

The SWOT analysis identified strengths, weaknesses, opportunities and threats. The next step is to look at all our weaknesses, opportunities and threats and compare them to the Community Wide Survey Pulse Check which was completed earlier this year. This will be completed by August 31. The team will then present their work to the board at the September Board Workshop for further input. From there, short-term and long-term objectives will be established along with finalizing capital priorities. The goal is to tie the 3 to 5 year Strategic Plan to the 2023 budget, with future years plans outlined as well.

Oestreich asked the board if they had any questions or concerns regarding Teen Night at Pelican Harbor. Commissioner’s had no questions or concerns.

Oestreich commended the staff for their handling of Teen Night.

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 7:06pm. Second Commissioner Hix. All those in Favor "Ayes".

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Jake McVey**

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
July 21, 2022

Commissioner Vastalo called the meeting to order at 7:06pm. Roll call: Andrews, McKay, Hix, McVey, President Vastalo.

President Vastalo began the meeting with the Pledge of Allegiance.

Motion Commissioner Vastalo, second Commissioner McKay 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 McVey to approve the following meetings:

- Monthly Workshop Meeting Minutes of June 16 2022
- Monthly Board Meeting Minutes of June 16, 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

Attorney's Report

None

Leadership Team Report

Chris Corbett, Superintendent of Projects and Planning serves as Mentor for Chris Finn; Director of Buildings, Grounds, and Natural Resources. Mr. Corbett introduced Mr. Finn to the Board.

Kai Wahlgren, Director of Recreation serves as Mentor for Lucas Sefcik; Customer Care Assistant. Mr. Wahlgren introduced Mr. Sefcik to the Board.

Mr. Wahlgren also introduced Michael DiPiazza the district's Recreation and Facilities summer intern. Michael has been working with all the different managers on the R&F team. He is a graduating senior from Illinois State University and is working on getting his Bachelor's Degree in Recreation Management.

Bill Oetzel, System Support Manager introduced Brian Sandoval the new Systems Support Specialist to the Board.

Oestreich shared a letter he received from a parent of a day camp participant.

Treasurer's Report

Commissioner Andrews made a motion for the approval of payment of bills including travel reimbursement in the \$956,798.35 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:

Commissioner Vastalo gave a shout out to Kim Smith, Director of Marketing and Customer Service on passing her exam to become a Certified Park and Recreation Professional.

All audits balanced.

Finance and Technology – Commissioner Hix reported:

No formal report.

Buildings, Grounds and Natural Resources – Commissioner Andrews reported:

- A new 40' x 60' tent was delivered and installed at Ashbury's on July 7. The new tent is a top frame model, with no middle posts.
- Beginning August 1 and lasting through August 12, the Buildings team will be working on several projects for the annual Indoor Aquatic Complex maintenance shutdown.
- Staff began work on the DuPage River Greenway Trailhead playground structures on Monday, July 11. This new playground should be completed by the end of July.
- The Horticulture crew has been focusing on watering flowers throughout the district and weeding landscape beds.
- Staff started excavating for the new DuPage River Greenway playground at Royce Road on Monday, July 11. Staff are anticipating completion of installation by end of July.
- Park District auction items were picked up. The auction that included fitness equipment and BGNR equipment netted over \$1,300. The I.T. equipment auction netted \$5,200.

Recreation & Facilities – Commissioner McKay reported:

Recreation

- Staff is very proud to announce the promotion of gymnastics/ninjas coach, Michelle Villagran, to the Head Team Coach position for the Illusions Gymnastics Team.
- There are two more Movies in the Park one is tonight and one is next Thursday.
- There are two more dates for Visit Your Local Park. Friday, July 22 and Friday, July 29.

Fitness

- Year to date membership sales are ahead of projection. Staff have added 441 memberships versus the June end of month projection of 415.

- Attendance at the Lifestyles Fitness Center has increased by over 200 from last month.
- Parkies 5K planning continues, Medals and shirts have been designed and ordered. The early bird date for registration is July 31. Staff has secured volunteers from our ROTC to help staff with the course. Currently there are over 55 registered for the race.

Aquatics

- Pelican Harbor staff received a 5 Star score from the Starguard Audit in June, which is the highest ranking they can receive.
- The month of June has exceeded the admissions budget for June 2022 by over \$23,000
- Pelican Summer Pass Memberships are at 2,526 for the month which exceeds the budget numbers for June.
- The total number of Pelican Summer Passes projected for 2022 FY is 2,189, we have reached and exceeded this projection with a total of 2,551 purchased.

Adult Trips

- Staff will be leading a group to Lake Geneva on July 27 to experience the Mailboat Excursion, on August 19 a trip to the Air and Water show, and on August 24 a group will be attending Jazzin at the Shedd at the Shedd Aquarium in Chicago.

Marketing – Commissioner McVey reported:

- The Summer Parks and Pizza Challenge is going well. A total of 45 families have completed the challenge in the first month. The challenge continues through August 15.
- McVey gave a shout out to the Customer Care Team for fielding 8,000 calls in June.

Golf Course & Ashbury's – Commissioner McVey reported:

- Labor Day Golf Outing – Saturday, September 3

NWCSRA - Commissioner McVey reported:

- NWCSRA Summer Day Camp as well as seasonal programs and inclusion placements throughout our member agencies are in full swing. Enrollment is nearly double for Day Camp and are up over 50% from last year for seasonal programs. They have been on a continuous mode of staff recruitment, hiring, training and placement to meet increased demand.
- The Annual Golf Outing was held on June 23 in partnership with Angelic Kindness. They netted \$9,500 for the event compared to \$6,800 from last year.
- Most of the equipment for the Bolingbrook Sensory Room has arrived. Only a few parts remaining on backorder with delivery in mid-August. Installation is slated to be completed late August/early September. Grand Opening plans are in the works with an official ribbon-cutting ceremony to take place the first week of October.

Unfinished Business

None

Communications from the Public

None

New Business

None

Announcements

Commissioner Hix welcomed Chris Finn, Lucas Sefcik and Brian Sandoval and promised them a challenge.

Commissioner Andrews wished everyone a happy birthday whose birthday was in June, July and August.

Closed Session

None

Motion to Adjourn

President Vastalo made a motion to adjourn from the regular Board Meeting at 7:26pm. Second Commissioner McKay. All in Favor, "Ayes"

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Jake McVey**