

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Workshop Meeting Minutes**  
**August 15, 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**

Executive Director Mike Selep turned the floor over to Chris Corbett, Superintendent of Projects and Loss Prevention to update the board regarding Resolution 24-19 Central Park Splash Pad:

- Approve Resolution 24-19 for installation of equipment; Addendum #2 (landscape) – not accepting Alternate #1 (colored concrete).
- The project is partially funded through the American Rescue Plan Act from Will County.
- 2<sup>nd</sup> bid received saved the District \$100k from 1<sup>st</sup> bid (minimal value engineer)
- Installation Schedule (still planning mid-September; 4-6 weeks construction)
- Our system is drain to waste system (alleviates IDPH mandates and increased expense)
- Project includes:
  - 10 Spray Features (2 have multiple sprays); 3 with swap out for future upgrades
  - Shade Structure
  - Nine flag posts with banners over top of splash pad (visual)
  - Electrical Connection – future growth for lighting; special events
  - 2 benches / 2 picnic tables
- Operation – TBA (likely Memorial Day to Labor Day)

Commissioner McKay said this is an excellent project and his only concern is that the project gets done correctly.

Executive Director, Mike Selep said the Bolingbrook Park District Diversity, Equity, Inclusion and Belonging (DIEB) Committee recently met. Through conversations at the meeting the committee developed a SWOT Analysis which looks at what the agency's strengths, weaknesses, opportunities and threats are in regards to DEIB. Selep said the committee would like to meet with board members to talk more about how they can add the DIEB committee's welcoming statement into the mission, values, and vision of our district. Board members look forward to seeing more detail behind the DIEB Committee.

Selep reminded the board of the upcoming Pathways Parade which will be held on Sunday, September 8.

Selep informed the board that the financial portion of the September Board packet will be delivered Tuesday, September 17 due to a reduction in finance staff for the weeks preceding the board meeting. The Board report will still be delivered on Friday, September 13.

Selep happily announced the 10<sup>th</sup> Hole Pub reunion will be held on October 4 from 6:00 pm to 10:00 pm. All of welcome to enjoy in the festivities.

### **Project Updates** – Chris Corbett

#### **Jerry Hix Park**

- District approved Pulte to proceed with closing
- Pulte provided check to BPD \$11,920 (3 years of lawn maintenance)
- Tressler working with Pulte to close; anticipate sooner than later possibly
- Looking at holding a “Grand Opening” for the park next Spring/Summer “Visit Local Park” in conjunction with Arbor Day tree planting.

#### **Accessible Parking Request**

- Push from community member to depict ADA (parking stalls) to all individuals with disability – changes to the universal logo in ADA parking stalls
- 38 Total ADA stalls at (BRAC / ACC / Ashbury); 47 Total ADA stalls at Parks; Total 85
- Changes blue decal layout from a 4’ x 4’ to a 5’ x 5’
- Phase in as the district seal coats would be more cost effective
- Staff will discuss in more detail and communicate to the board.

#### **Solar**

- Met with Legislative representative (Natalie Manley) to discuss solar and funding
- Looking at Solar for BRAC / ACC (two newer roofs)
- Two Options (Purchase upfront vs. Lease)
- Awaiting cost options; bring to Board when have options available

#### **Ordinance Document**

- In discussion with PDRMA regarding camera at Community Gardens; PDRMA advised District to have a working “Ordinance Document”
- Rough draft in hands of Admin Team to review
- Eventually take to Board for review & approval

#### **Fence issues ComEd Greenway**

- Discussion about fence issues near ComEd Greenway
- Tressler reviewing for possible action (if needed)

President Hix requested Executive Director, Mike Selep generate a list of all open authorized positions by department.

**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 7:15 pm. Second: Commissioner Vastalo. All in Favor, "Ayes".

**Minutes Verification Signature**

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

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

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Board Meeting Minutes**  
**August 15, 2024**

President Hix called the meeting to order at 7:16 pm. Roll call: Andrews, McKay, Vastalo, McVey, President Hix.

President Hix asked Mike Baiardo to begin the meeting with the Pledge of Allegiance.

President 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.

- A. Monthly Board Workshop Meeting Minutes of July 18, 2024
- B. Monthly Board Meeting Minutes of July 18, 2024

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

**CORRESPONDENCE TO THE BOARD FROM PUBLIC**

None

**PUBLIC COMMENTS**

None

**ATTORNEY'S REPORT**

Attorney John O'Driscoll reported The Illinois General Assembly is making progress regarding the use of drones on park district property.

**LEADERSHIP TEAM REPORT**

Executive Director, Mike Selep thanked WGN News for coming out to Pelican Harbor to film a segment for their morning show. The district received a lot of positive feedback. Selep also thanked Kim Smith, Director of Marketing and Customer for making this happen. Smith said it was a group effort.

Executive Director, Mike Selep announced Mike Baiardo, Director of Facilities will be moving on to become Superintendent of Special Facilities at the Park District of Oak Park. Selep

thanked Baiardo for all his hard work and dedication throughout his years with the Bolingbrook Park District.

Executive Director Mike Selep turned the floor over the Kirsten Lee, Manager of Gymnastics, Ninja and Cheer who introduced Matthew Worbel the new Facility Manager of BRAC and ACC. Kirsten said Matthew comes from Wheaton Park District. He loves the outdoors and nature, and in his spare time he loves watching movies and learning about history. The Board welcomed Matthew.

### **TREASURER'S REPORT**

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the amount of \$731,190.76 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 thanked staff for the decrease in false alarms reports.

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

- Commissioner McKay wished Mike Baiardo the best of luck!
- Commissioner McKay reported staff are preparing for budget. Financially the district is in great shape.

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

- Commissioner McVey is very excited about the splash pad and thinks the community is going to love this new amenity.
- Commissioner McVey made a motion to approve Resolution 24-19 awarding a contract (including Alternate #2) in the amount of \$211,564.25 to George's Landscaping, Inc. (Joliet, Illinois) for the Central Park Splash Pad 2024 Project. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.
- Staff is preparing for Parkie's 5K, Bolingbrook Soccer Club Labor Day tournament, Fall Fest, and the Howl-o-ween 5k.
- Outdoor Pelican Harbor pool shutdown and maintenance will begin Monday, August 19. Outdoor Pelican Harbor Water Park will be closed for the season.
- Indian Boundary Concessions Roof has had multiple leaks popping up in the roof during rain. This work has been completed.
- Staff temporarily fixed the dock at Pathways Park that was damaged. Parts are on order with the supplier/installer.
- Sealcoating 2024 project has been completed.

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

- A lot of activity in the Preschool and Early Childhood area.
- The BPD Dance Company will make their debut to the community on Sunday, September 7 in the Pathways Parade.
- The BPD Theatre Department did their Summer Showcase on August 14.
- The Illusions Gymnastics Team will be participating and running together for a second year in the Parkie's 5K on August 24.
- The first day of REACH at Pioneer and Jonas Salk Elementary School begins on Thursday, August 15.
- Camp registration for July and August increased this year with a July total of 1,396 campers.
- Dog Sensory Hike at James S. Boan Woods - Participants will visit station with curated items for their furry companions to sniff, taste or play with!
- The Chicago Bulls Youth Camp had a total of 102 participants through the whole week of camp.
- There will also be an ISKC Pop-Up on Tuesday August 27.
- Concert Series Total Attendance Numbers 2024 – 9,316 (average weekly attendance = 1,552).
- Lifestyles Fitness recorded 4,401 visits to the fitness center and 4,603 group fitness visits for a total of 9,004.
- Outdoor Pelican Harbor closes for the season on August 18.
- Indoor Pelican Harbor will open for the indoor season starting August 19
- Daily admissions brought in \$100,000 for the month of July.
- Birthday Parties and Private Rentals total for July: Pool: 36 parties / 897 guests, Private Rentals: 14 rentals / 1,440 guests and Groups: 62 groups / 5,970 guests
- Swim lessons have made a total of \$245,565 by the end of July and \$218,324 was budgeted.
- Annerino Community Center (ACC) Gym and Room rentals have made \$7,465 total for the year 2024.
- Bolingbrook Recreation Aquatic Complex (BRAC) Gym and Room rentals have made \$43,302.50 total for the year 2024.
- Open Play has made \$9,544.00 total for the year 2024.

**Marketing** – Commissioner Andrews reported:

- Employee recognition and retention was the topic of the July 25 Food for Thought session. Full-time, part-time and seasonal employees gathered to share feedback on how the District can improve employee recognition and retention initiatives. The group provided some great feedback to bring back to the Innovation Committee.
- Website consumption is increasing.
- Room rentals revenue is up at BRAC and ACC.
- A total of 40 customer service audit calls were made. Feedback from this month's audits were all positive. One customer in particular had high praise for the summer camp. "My daughter is flourishing in Camp Alotta Fun and I love seeing my daughter happy after every pick-up," said mom.

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

- Ashbury's and Boughton Ridge Golf Course's total revenues are up 10.9% compared to the first seven months of the year in 2023. Overall revenue has exceeded budget by \$5,066 YTD.
- Overall revenue for July 2024 exceeded budget by \$4,366. It remains \$5,066 ahead of YTD budget and \$103,861 ahead of last year's revenue at this time last year.
- Operational expenses were managed well throughout the month.
- Payroll was 1.1% under budget for the month.
- Overall operating expenses are 5.5% under budget YTD.

Upcoming events: Nine, Wine & Dine (Aug 17) and Labor Day Outing (Aug 31).

**NWCSRA** - Commissioner Andrews reported:

- NWCSRA had a successful summer programming season.
- NWCSRA Day Camp ended on Friday August 2. A parent party was hosted during the last week to showcase and celebrate a wonderful summer. A week of Extended Camp was held for those wishing for additional services the week of August 5.
- NWCSRA is looking forward to the completion of the adapted sport field in Romeoville, which will be completed and ready for use in the spring of 2025.
- The Audit for the 2023 Stub Budget is nearing completion and will be presented to the NWCSRA Board at the August or September meeting.

**UNFINISHED BUSINESS**

None

**PUBLIC COMMENT**

None

**NEW BUSINESS**

None

**ANNOUNCEMENTS**

Commissioner Andrews said the Jubilee is this weekend.

Commissioner Hix welcomed Matthew Worbel and promised him a challenge.

Commissioner Andrews said to Mike Baiardo that she and the board members are most appreciative of all your time and talent and wish you success wherever you go.

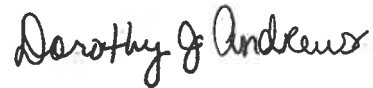
**CLOSED SESSION**

None.

**ADJOURNMENT**

President Hix made a motion to adjourn from the regular board meeting at 7:47 pm. Second: Commissioner Vastalo. All in Favor "Ayes".

**Minutes Verification Signature**

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

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