

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Workshop Meeting Minutes**  
**August 17, 2023**

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

Motion Commissioner Hix, second: Commissioner McVey 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 announced State Representative Janet Yang Rohr will not be attending this evening's meeting. She sends her regrets and will attend the September 21 board meeting.
- Indian Boundary Park Fence update: The board had no comments or questions at this time.
- Chris Finn, Director of BGNR informed the board there has been a huge increase this year in garbage collection due to residents filling park cans with their personal garbage which makes it very difficult to empty these cans. The district's current provider, Waste Management has been adding random fees for various collections which is stretching the budget. The district is in the second year of an agreement with Waste Management. The agreement is for one year, with two optional one-year extensions. The Parks Maintenance Manager solicited quotes from Republic, Flood Brothers, Natural Environment Services, Waste Management, and Lake Shore Recycling Services. Finn said the district wants to go to a compactor dumpster vs. a 30-yard dumpster. Staff is currently reviewing the contract from Republic and Flood Brothers.

Commissioner Vastalo asked why we don't use Flood Brothers. Finn said Republic has better fees for their trash compactor.

- Chris Corbett, Superintendent of Projects and Loss Prevention reported he received an email from the land development manager at Sawgrass/Pulte regarding Jerry Hix Park. They are ready to transition the park to the Park District. Staff have been monitoring the construction progress of the park and have found some issues with landscaping and amenities. Corbett said the asphalt is starting to sag by basketball hoop resulting in puddling which will eventually cause cracking, and the color coat on basketball court is starting to flake. Staff have been in contact with Pulte to get these issues resolved before the district takes ownership of the park.
- Debbie Chase, Director of Business and Technology reported it is time to replace the Annerino and BRAC digital copiers. Next month Chase will bring to the board a requisition to approve the purchase of two new copiers.

**Communication from the Public**

None

**New Business**

None

**Closed Session**

None

**Adjournment**

Commissioner Hix made a motion to adjourn from the Workshop Meeting at 6:56 pm. Second: Commissioner McKay, All in Favor "Ayes".

**Minutes Verification Signature**

*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 17, 2023**

President Hix called the meeting to order at 7:01 pm. Roll call: Andrews, McKay, Vastalo, McVey, President Hix.

President Hix asked Kim Smith to begin the meeting with the Pledge of Allegiance.

Motion Commissioner Hix, second Commissioner McVey to approve the agenda. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

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

- A. Monthly Board Work Shop Meeting Minutes of July 20, 2023
- B. Monthly Board Meeting Minutes of July 20, 2023

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

**CORRESPONDENCE TO THE BOARD FROM PUBLIC**

None

**COMMENTS FROM THE PUBLIC AT MEETING**

Commissioner Hix said State Representative Janet Yang Rohr of the 41<sup>st</sup> District was unable to attend tonight's meeting and will try to be present at next month's board meeting.

**ATTORNEY'S REPORT**

Attorney James Hess reported on items Tressler is working on for the district.

- Currently drafting a contract for the purchase and/or sale of properties along Churchill and Indian Boundary Lane.
- A request has been made from the attorney representing the residents that the contract include a modification of the fence to include two gates.
- Chris Corbett, Superintendent of Projects and Loss Prevention is working with the fence company regarding this request.

Commissioner Vastalo said she was one of the board members who opposed this request. Vastalo feels the residents are setting too many precedents on this. Vastalo is willing to consider the gate that is already there as grandfathered in, and any damage to park district property would be the homeowners' responsibility. When the property is sold, the gate has to be removed and made into the fence again. Vastalo said one gate only.

Commissioner McVey agreed with Commissioner Vastalo's position. McVey thinks it is fair.

Commissioner Andrews said she was a yes because it was with stipulations that the fence would be a certain type of fence and it would be maintained by the homeowner and any damage to park district property would be at the homeowner's expense.

Commissioner McKay said he was also a yes with a few exceptions. He said that the current gate would be grandfathered in, any damage to the gate or park district property would be at the homeowner's expense, and if the property is sold, the gate would have to be removed.

Commissioner Hix had nothing further to add.

Nancy Anding a Churchill resident, said since the gate has been there they have been very respectful of the gate and property.

Kim Anding also a Churchill resident, said this is an outstanding comprise and thanked the board.

Commissioner Hix directed Attorney Hess to proceed. Attorney Hess recapped:

- The park district agreed to allow for one gate, not the second request for a gate because a gate does not currently exist.
- Grandfather in the first request for a gate.
- Specific agreements such as indemnification, repair of damage, responsibility for all costs for modification.
- Replacement at the end of life or use if the current residents leave.

Commissioner Hix asked board members if they had any additions to what the attorney just recapped? Commissioners Andrews, McKay, Vastalo and McVey had no additions.

## **LEADERSHIP TEAM REPORT**

Executive Director Mike Selep received correspondence and a certificate from the Fountiandale Public Library for their summer program "*Exploring the Great Outdoors*". The Fountiandale Public Library staff and Board of Trustees thanked the Park District for supporting the 2023 Summer Adventure. Because of the district's generosity as a Gold Sponsor 810 adults, teens, and children completed the adventure and were awarded prizes for their efforts. With the district's help the library was able to engage with the community and provided an amazing summer full of fun, educations and togetherness.

Selep congratulated the Valley View School District as they did their official ribbon cutting for two renovated playgrounds at Wood View and Jamie McGee Elementary schools. They utilized funding from PTA donations as well as grants to provide some great new playground equipment.

Selep thanked Board members Hix, Vastalo, Andrews and McVey for attending the ribbon cuttings. Selep said the Park District has a special relationship with Valley View School District as we provide financial support for installation as well performing inspections and maintaining the playground equipment throughout the schools in Bolingbrook as part of the Intergovernmental Agreement.

Selep also thanked Chris Corbett, Superintendent of Project and Loss Prevention for coordinating these efforts with Valley View School District.

Selep announced State Representative Janet Yang Rohr will be at the next board meeting on September 21<sup>st</sup>. Representative Yang Rohr provided \$142,000 in grants to fund updates for Lilac and Champion Parks.

## **TREASURER'S REPORT**

Commissioner Andrews made a motion for the approval of payment of bills including travel reimbursement in the amount of \$452,285.88 subject to audit. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

## **COMMITTEE REPORTS**

### **Administration and Personnel** – Commissioner Vastalo reported:

Commissioner Vastalo asked Commissioner Andrews to make a motion to approve Resolution 23-21.

*Commissioner Andrews made a motion to approve Resolution 23-21 the destruction of certain Park District closed session audio recordings. Second: Commissioner Vastalo. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.*

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

Commissioner McKay and Commissioner Hix met with the Finance Team yesterday. McKay said the district is in solid hands financially. They are reviewing the long-term growth and budget process.

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

Bids went out on Wednesday, July 12 for ADA work related to the trail at Jaycee Park leading to the bridge from Lily Cache Road and Old Stone Road. Alternate #1 was ADA work related to the trail at Volunteer Park North.

On Tuesday, August 1, three contractors submitted bids. The lowest, most responsible bid of \$148,434.00 is substantially over budget and higher than the \$119,404.45 anticipated pre-construction cost estimate from Upland Design. Staff is planning on revisiting the project and redesigning the project. Staff recommends a motion to reject all bids for this project.

*Commissioner McVey made a motion to reject all bids for the 2023 ADA Trail Renovations project. Second: Commissioner Vastalo. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.*

The LED light project at Lily Cache Sports Fields East have been installed. The new control panel will be activated in early September after the Soccer Club's Labor Day Tournament.

Staff are all working on the Park Districts 2024 general and capitol operating budget.

Pelican Harbor Water Park will be closing for the season on Monday, August 21.

Garbage continues to be heavy, staff have been dealing with residents filling park cans with personal construction debris which make it very difficult to empty these cans once loaded with heavier materials.

Planning for Parkie's 5K, Bolingbrook Soccer Club Labor Day tournament, Fall Fest, and the Howl-o-ween 5k are all underway.

Athletic crew is working on LCSF for the Bolingbrook Soccer Club's Labor Day Tournament, flag football, baseball, and trojan football that are starting in the next few weeks.

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

#### ***Recreation***

- Early childhood enrollment for summer 2023 almost doubled compared to summer 2022.
- The Adult Gymnastics Pop In was held August 11 and it was a hit.
- The last two weeks of day camp averaged 215 registered campers per session.
- Twenty-eight senior residents took a trip to the annual Air & Water Show.

- The Family Obstacle Challenge is scheduled for August 18 at Annerino Community Center. An additional 50 tickets were released after the first 100 “sold-out” well in advance.
- Visit Your Local Park program occurred ten times this year.

#### ***Fitness***

- Lifestyles fitness recorded 3,799 visits to the fitness center and 3,988 group fitness visits for the month of July, totaling 7,787.
- Parkie’s Lazy River 5K is scheduled for August 12. There is a total of 105 registered.
- July recorded 3,988 group fitness visits for the month.

#### ***Aquatics***

- In July Pelican Harbor had 47,000 visitors.
- Aquatics has trained 280 staff, and is still hiring lifeguards.
- Daily admissions brought in \$237,000.00 for whole year ending in July 2023.
- Sold 2,145 annual memberships.
- Pelicans swim team competed in the Divisional Championship swim meet where they took home a 1<sup>st</sup> place trophy.

#### **Marketing – Commissioner Andrews reported:**

- Bolingbrook Park District’s website moved to Google’s next generation of Analytics. The team is exploring the new system and learning the structure.
- The event that received the most engagement on social media this summer was Parkie’s Lazy River 5K. The post had a total reach of over 100,000.
- The Summer Parks Challenge had 107 families participate so far. Families enjoyed exploring the parks on a quest to find Prince Acorn.
- Website consumption and website engagement are both up. Total calls were also up.
- Kudos to Christine Ciaglia for keeping up with all the birthday party and outing phone calls in July. There was a total of 504 incoming and outgoing calls for the birthday party extension.

#### **Golf Course & Ashbury’s – Commissioner Andrews reported:**

- All areas of revenue were below budget for July except golf line items (greens fees and riding cart revenues).
- July overall revenue was 16.8% below month end budget projection. July overall revenue is 6.0% under the budget projection YTD.
- Expenses have been well managed throughout the year.
- Payroll has been well managed and 10.8% below budget for YTD.
- The General Manger will host a Fireside Chat to discuss upcoming events, golf outings and leagues, banquet opportunities on August 22 from 5:30 – 6:00 am. At Ashbury’s

#### **NWCSRA – Commissioner Andrews reported:**

- Extended Summer Camp ran July 31-August 4 from 9:00 am to 3:00 pm. It was based out of the NWCSRA office and campers engaged in crafts, games, sensory activities, outside play and afternoons at the pool.
- Mark your calendars for Celebration of Special Recreation on Saturday, October 7 from 11:00 am-3:00 pm at the Annerino Community Center.

#### **UNFINISHED BUSINESS**

None

**COMMUNICATIONS FROM THE PUBLIC**

None

**NEW BUSINESS**

None

**ANNOUNCEMENTS**

None

**CLOSED SESSION**

Commissioner Vastalo made a motion to enter into Closed Session at 7:45 pm pursuant to 5 ILCS 120/2 (c) for the purpose of discussing: (1) The employment, discipline and performance of specific employees. Second: Commissioner McKay. 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 7:59 pm. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Vastalo made motion to continue the regular Board Meeting at 8:03 pm. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

**ADJOURNMENT**

Motion Commissioner Vastalo, second: Commissioner McVey to adjourn from the regular board meeting at 8:03 pm All in Favor "Ayes".

**Minutes Verification Signature**



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