

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Workshop Meeting Minutes**  
**August 18, 2022**

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

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

**District Operations and Activities Update**

Wireless Connection – Debbie Chase, Director of Business and Technology explained when connecting to the guest wireless the district has an outlet for that and everything else associated with the internal network is blocked. Ms. Chase addressed Commissioner McKay's inquiry to Executive Director Ron Oestreich regarding wireless access. Ms. Chase said she created for the board their own wireless connection called VP Board. This will allow board members to access their email and anything Executive Director Ron Oestreich sends (board reports). This access is only available when board members are in the park district building.

**Action Items**

Executive Director Ron Oestreich reviewed the following resolutions:

Resolution 22-23 authorizing the law firm of Tressler LLP for the purpose of intervening in real property tax assessment proceedings on behalf of the Bolingbrook Park District.

Resolution 22-22 a three-year agreement with Lauterbach and Amen for audit services in the amount of \$26,050 (yr. 1), \$26,830 (yr. 2), \$27,635 (yr. 3), and then two one-year options at \$28,465 and \$29,320 subject to attorney review.

Debbie Chase, Director of Business and Technology gave credit to Tricia Dubiel, Superintendent of Business and Finance who did all the work behind the request for proposal. Ms. Chase explained as best practice, the District changes auditing firms periodically for transparency to our community. As the agreement for auditing services with Sikich LLP ending, a request for proposal for a new auditing service firm was sent to 12 audit firms. Four firms responded. Of those four GW & Associates RFP was the lowest proposal received followed closely by Lauterbach & Amen. After reviewing references GW & Associates has more experience with smaller park districts in smaller townships whereas Lauterbach & Amen have experience with park districts' that are more comparable to our size. They have also worked for us in the past as well. Based on this information we determined they would be the best fit for the district.

The board had no questions.

## Operational Updates

Ashbury's Gaming - Executive Director Oestreich mentioned last month Mr. Kalnicky presented a gaming option for Ashbury's at Boughton Ridge. Mr. Oestreich polled the board on whether they wanted to pursue this option or go in a different direction. Oestreich asked each board member for a "yes" or "no".

Commissioner Hix said he feels the park district has no business being in a gambling related activity. The district would have to provide an ATM machine, train staff, secure machines and monitor activity. Commissioner His answered "no."

Commissioner McKay's concern is families with kids, it would be hard to keep the kids away from the machines. Commissioner McKay answered "no."

Commissioner Vastalo said she does not have a problem with a gambling system at Ashbury's. It can't be exposed to the children because the adults would only have access to the machines. Commissioner Vastalo said she did not have a problem with a gaming system.

Commissioner Andrews said she would like to know more about overhead and cost. Andrews said Ashbury's does not have this type of clientele. Commissioner Andrews answered "no."

Commissioner McVey said he is not a fan of bringing a raffle or gambling to Ashbury's. McVey answered "no."

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## Project Updates

Chris Corbett, Superintendent of Projects and Planning reported

- Lily Cache west campus parking lot – there is a resident at Pinebrook Townhome Association who had concerns about late night activity in the parking lot. Working with vendors and contractors to see if can bring light to the parking lot. The police are aware and asking residents to call if they see suspicious activity.
- Lily Cache Creek bank stabilization - there are concerns by Bloomfield Oasis Park along the trail (115<sup>th</sup> and Kings). There are two areas along the trail where erosion has occurred. Fencing was put up to keep the area safe for residents walking along the trail. Mr. Corbett met with the Village to discuss different options and the Village is willing to assist to help control the erosion. Mr. Corbett is also talking with ERA (Engineering Resources Associates). There is a nation-wide permit that has been issued from the US Army Core of Engineers that allows property owners to do some stabilization within a certain aspect without having to issue permits through the Army Core of Engineers. Mr. Corbett is looking into the different stipulations.
- Oestreich asked the board if they had any questions regarding the proposal for the full time Enrichment and Program Supervisor position.

Commissioner Andrews said she was curious why the district did not hire someone sooner. It is a much-needed position. Mr. Oestreich said the 21<sup>st</sup> Century Grant is only in its second full year and the district was made aware of the grant last year. As indicated in the proposal revenue is strong in this area.

Commissioner McVey asked how long is the grant? Mike Baiardo, Director of Facilities said the first school grant was 2020 – 2021 (which was a limited year at school due to COVID-19) and the second grant was 2021 – 2022. There is a grant that has 3 years left and another grant that has 4 years left. Valley View School district will apply for a third grant when the grant cycle comes about.

- Insurance Renewals for 2022/2023 – Oestreich said he and the HR Team met with Vista National last week who obtains the best insurance quotes for the district. In 2020 and 2021 the district did not incur an increase in health insurance. This year United Healthcare came in at 9% the district negotiated them down to a 3% increase which is a \$21,000 increase from current.

Our current dental insurance is with Delta Dental. Ameritas came in at 21% under current. They have an equal program and offer Invisalign and have better ortho coverage with a two-year rate guarantee. The savings is nearly \$11,000.

Our vision plan is currently with EyeMed. The district requested better coverage for eye glass frames and contact allowance. We asked for a different package which is a 40% increase, but it's only \$2,000 and it's a four-year rate guarantee that will be locked-in.

Our current Life Insurance is with MetLife. They are little complicated when it comes to voluntary coverages so the district is switching from MetLife to Guardian Life Insurance. It is a 15% increase (\$1,800). The district's total insurance increase for this year is \$14,919 for 70 full time employees. This does not include the employee contributions toward our insurance which is an average of about 7%.

Since 2017 our average annual renewal with health insurance is 2.3%, industry average is 9%. We have done very well with Vista National. UHC came in with a 3% increase, Aetna was a 9% increase, Blue Cross Blue Shield was a 5% decrease (before underwriting) 10 to 20% increase. Humana was a 37% increase.

Chris Finn, Director of Buildings, Grounds and Natural Resources reported:

- Renewing a contract in September with Siebert Landscape for mowing services at four parks in 2023 which will be Prairie Trails Park, River Hills Park, Sunset Park and Veterans Park.
- Boughton Ridge Golf Course maintenance program. Bids will be going out August 26, mandatory bid meeting for all bids on September 7, followed by the bid opening on September 15, looking for board approval at the October board meeting.

Oestreich said September is a short board meeting month, and with Labor Day being a short week and it is also a payroll week Mr. Oestreich is requesting the board packet to be delivered on Monday, September 12.

Commissioners agreed Monday would be fine.

Oestreich reminded the Board Sunday, September 11 is the Pathway Parade. Please bring your orange shirts. The trackless train will also be back.

#### **Communication from the Public**

None

**Unfinished Business**

None

**New Business**

None

**Closed Session**

None

**Motion to Adjourn**

Commissioner Vastalo made a motion to adjourn from the Work Shop Meeting at 6:58pm. Second Commissioner McKay. All those in Favor "Ayes".

**Minutes Verification Signature**



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**Bolingbrook Park District Board Secretary  
Jake McVey**

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Board Meeting Minutes**  
**August 18, 2022**

Commissioner Vastalo called the meeting to order at 7:00pm. Roll call: Andrews, McKay, Hix, McVey, President Vastalo.

President Vastalo began the meeting with the Pledge of Allegiance.

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

- Monthly Workshop Meeting Minutes of July 21, 2022
- Monthly Board Meeting Minutes of July 21, 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**

No formal report

**Leadership Team Report**

Executive Director Ron Oestreich congratulated the Aquatics Team. Oestreich reported they had a 5-Star audit this past week. It is the third audit of the season. Aquatics had a 5-star, 4-star and a 5-star and there is still one more audit scheduled for fall. A 5-star is really strong. Oestreich said it is not easy navigating an audit.

Mike Baiardo commended Sarah Sielisch, Aquatic Manager and Gwen Fuesz, Aquatic and Fitness Assistant Manager for all their hard work through the summer months.

Oestreich commended Kai Wahlgren, Director of Recreation and his team as well as Susan Meier, Day Camp, REACH and Enrichment Program Manager and her team for a job well done with day camp. Mr. Wahlgren said at times it was very challenging.

Oestreich commended Chris Finn who really stepped up after being on the job for only a month. Oestreich gave a big shout out to Ken McEwen and the grounds team for building the DuPage River Greenway playground.

### **Treasurer's Report**

Commissioner Andrews made a motion for the approval of payment of bills including travel reimbursement in the \$575,539.05, subject to audit. Second Commissioner McKay. 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 made a motion to approve Resolution 22-23 authorizing the law firm of Tressler LLP for the purpose of intervening in real property tax assessment proceedings on behalf of the Bolingbrook Park District. This is regarding the district's tax objection and appeal representation. Second Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

The district applied for the ARPA Grant through Will County. Vastalo said we are hopeful to receive our entire \$441,252 allocation.

All internal audits balanced.

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

Commissioner Hix said he met with the Finance Committee yesterday. They reviewed cash balances and the projections were looking strong.

Commissioner Hix made a motion to approve Resolution 22-22 a three-year agreement with Lauterbach and Amen for audit services in the amount of \$26,050, \$26,830, \$27,635, and then two one-year options at \$28,465 and \$29,320 subject to attorney review. Second Commissioner McVey. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

The 2023 Budget is underway.

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

The indoor pool is shutting down for annual maintenance and will reopen on Monday, August 23. The outdoor pool is shutting down after this Sunday.

DuPage River Greenway Playground Build: Many Grounds and Natural Resources staff contributed to the playground build at DuPage River Greenway.

Lance Bitoy completed an Eagle Scout Project at Winston Woods Park. Lance constructed a beautiful wood arbor that will be used by Ashbury's for outdoor wedding ceremonies.

Staff is preparing for fall sports (soccer and football). Football will begin in August, and Soccer begins with the annual Labor Day Tournament at Lily Cache Sports Fields.

The Horticulture crew has been focusing on watering flowers and weeding landscape beds. They have also been spraying saplings in the areas that were cleared last winter on the Lily Cache Greenway.

Commissioner Hix commented there were numerous discussions regarding Winston Woods Park being under built as Commissioner Andrews presented to the board. Hix said there are three playgrounds (Winston Woods Park, Wood View School playground and Winston Village playground) serving the Winston Village area.

Hix distributed an informal observation report to the board (Hix conducted a drive through at various days and times of the playground in question). The observation report was shared with Commissioner Andrews previous to the Board Meeting. Some discussion ensued. Hix made comment that he felt by his informal research that the district is not under serving the Winston Village community with the newly installed playground.

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

### ***Recreation***

- The District added a third preschool room at the BRAC with the loss of Hidden Oaks.
- Upcoming events for teens include a co-op Teen trip with Lemont Park District to Disturbia Haunted House in October, Richardson Farm in September, and a Service Project in conjunction with Operation Christmas for December.

### ***Fitness***

- Year to date membership sales are ahead of projection just short of 10%.
- The current Group Fitness class schedule contains 51 classes per week, Classes are selling out. July recorded 3,384 Group Fitness visits for the month.
- Parkies 5K will take place on August 27.

### ***Aquatics***

- Staff participated in the IPRA Lifeguard Games on July 1. Bolingbrook placed first place in the Cold Weather Relay, and the Search and Rescue. The Junior Lifeguards of Bolingbrook beat all the regular lifeguard teams and received first place in Backwards CPR. Kudos to staff!
- Through the month of July admissions were up 13,000 plus.
- Through the month of July concession sales were up over \$3,000.

### ***Adult Trips***

- On September 14 the group will be attending “Murder on the Orient Express” this will be our first adventure to Drury Lane to see an afternoon show.
- On October 1 after being on the waist list for 3 years the group will be traveling out to Thornton Illinois to attend the Thornton Quarry Tour which is one of the largest aggregate quarries in the world.

## **Marketing – Commissioner McVey reported:**

- Over 100 families have participated in the pizza and parks challenge with one week left for the challenge. Participants are loving our parks and the pizza provided by S&T Too in Bolingbrook. Participation is 42% higher than our previous high of around 70 families.
- Staff adjusted party contracts to account for operational changes and timeslots were opened for indoor parties and outings to begin to be booked on August 1. This year saw a significant increase in inquiries over last year, which was good to see.

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

- Overall Revenue exceeded target by 12%. YTD is above target by 8%.
- Upcoming Events: Comedy Night - Friday, August 26 and Live Music by Relic - Friday, September 2 at Ashbury’s

**NWCSRA - Commissioner McVey reported:**

- NWCSRA launched Amilia (SmartRec) registration system for online registration for our fall registration starting August 1. They have maintained the ability for families to register by mail and walk-in.
- Lori Donofrio started August 10 as our new Finance Coordinator. She brings over 20 years of finance and business experience to us at NWCSRA.
- NWCSRA will be facilitating a quiet room/sensory space at the Taste of Bolingbrook on August 13 at The Promenade.
- Equipment for the Bolingbrook Sensory Room has arrived. Installation will be completed by the end of this month. Grand Opening plans are in the works with an official ribbon-cutting ceremony to take place the first week of October and opening with the Celebration of Special Recreation Abilities Fair on October 8.
- NWCSRA is currently a finalist for a \$10,880 Special Kids Foundation Grant that would provide enhanced funding to cover fees for school groups and economically disadvantaged children to participate in sensory room sessions.
- NWCSRA submitted a grant request for \$120,605 in funding through the Will County Comeback American Rescue Plan Act funds.
- The Village of Romeoville received notification of an OSLAD grant for \$400,000 for the construction of Romeo Crossings Park where the Field of Dreams will be located along with a dog park and three baseball fields. Funds for the initial payment of \$300,000 (50% of the cost) have been designated during the FY2022-23 budget process and are being kept in reserves for a down payment to the Village of Romeoville.

**Unfinished Business**

None

**Communications from the Public**

None

**New Business**

None

**Announcements**

None

**Closed Session**

None

**Motion to Adjourn**

President Vastalo made a motion to adjourn from the regular Board Meeting at 7:25pm. Second Commissioner Hix. All in Favor "Ayes".

**Minutes Verification Signature**



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**Bolingbrook Park District Board Secretary  
Jake McVey**