

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
September 15, 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.

District Operations and Activities Update

Executive Director reviewed the following Resolution:

- Resolution 22-24 authorizing the purchase of two (2) new 2023 Ford Ranger (R4F) XL 4WD Supercrew 5' Box 126.8" WB from National Auto Fleet Group, Watsonville, CA.

The Board had no questions.

Operational Updates

2022 ComEd Grants

Director of BGNR, Chris Finn reported he investigated and applied for two ComEd grants through Twin Supplies LTD a company he previously worked with. The grant is for all new LED sports fields lights at the Lily Cache Sports Fields and all the sports fields lights at Central Park (baseball/softball fields, football field, & tennis courts). Both of these projects are future CARP replacements (2027 and 2030).

Chris Finn announced the Central Park grant for \$268,404 was awarded to the park district which will only cost the district \$46,070.

Chris Finn reported the Lily Cache Sports Fields projects original cost was \$258,180. ComEd did a site visit and it was determined field #6 was missed in the initial quote with Twin Supplies. Twin Supplies assessed the lights at \$71,408 for 32 lights to be replaced. This would cost the district an extra \$22,480. The total cost for the district would be \$67,180 for this project. Chris Finn said he is waiting for grant approval on this project. Chris said it sounds promising the district will receive the grant.

The total for the two projects (Central Park and Lily Cache Sports Fields) would be \$598,064. The cost to the district for these two projects would be \$113,250.

October Approvals

Chris Finn reported the bid opening for the Boughton Ridge Golf Course Maintenance Program was held on Thursday, September 15. Drendel Property Management bid on the project. They are also our current provider for golf course maintenance. Approval will come before the board at the October board meeting as well as a contract approval for mowing services at Prairie Trails, River Hills, Sunset and Veterans parks. The Board had no questions.

Executive Director, Ron Oestreich announced the Board Work Shops would be held on Thursday, November 10 and Tuesday, November 15.

Strategic Planning Session

Karin Ferenz, from Customer LifeCycle lead an input session with the Board and Administrative Team regarding Bolingbrook Park District's Medium and Long-Range Strategic Plan initiatives.

- Executive Director Oestreich kicked off the input session with a review of the Management Team input session in which the short-range strategic initiatives were discussed. He also introduced Karin to lead the discussion with the Board.
- Karin began with her own assessment of the Management Team input session. She was very complimentary of how open and honest the staff was during their session.
- Karin also reviewed the SWOT Analysis that the Board and Staff completed earlier this year.
- The ensuing discussion with the Board resulted in several potential strategic initiatives with multiple objectives under each initiative. The initiatives discussed are:
 - **Changing Needs of the Public/Residents**
 - **Government & Private Sector Initiatives**
 - **Future Planning (Parks, Facilities, Programming, Technology)**
 - **Future Internal Initiatives (Staffing/Finance)**
 - **The Unpredictable / Uncontrollable / Unforeseen**
- Karin finished the input session with compliments to the Board for their candor and honesty in this session. She feels that the initiatives that the Board developed will be helpful for the medium and long-range plans for the District.
- Next steps will be the Administrative Team working to streamline these initiatives and each of the objectives to eliminate duplication and unify them to the short-range initiatives. The goal is to further discuss at the October Board Meeting and approve at the November Board Meeting.

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 8:04pm. Second Commissioner McKay. All in Favor, "Ayes".

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Jake McVey**

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
September 15, 2022

Commissioner Vastalo called the meeting to order at 8:04pm. 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 Andrews to approve the following meetings:

- Monthly Workshop Meeting Minutes of August 18 2022
- Monthly Board Meeting Minutes of August 18, 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 thanked everyone for participating in the Pathways Parade on Sunday.

Treasurer's Report

Commissioner Andrews made a motion for the approval of payment of bills including travel reimbursement in the \$596,863.47, subject to audit. Second Commissioner Hix. 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:

- All Audits balanced
- Happy to see police alarms are less frequent.

Finance and Technology – Commissioner Hix reported:

- The districts operating cash balance is at its highest point in the last five years.
- The district's collection rate for property taxes with the county as of mid-September hit 99.80%.

Buildings, Grounds and Natural Resources – Commissioner Andrews reported:

The Park District has been waiting over a year to get replacement trucks for our fleet. We are looking to replace two of our older ½ ton pick-up trucks #12 2007 Chevy 1500 & #24 2008 Ford F-150. These vehicles will be replaced with two 2023 Ford Ranger Crew Cabs. These vehicles are used for general everyday use for the BGNR Department as well as the Recreation Department to bring the climbing walls and trains to different events in town.

Commissioner Andrews made a motion to approve Resolution 22-24 authorizing the purchase of two (2) new 2023 Ford Ranger (R4F) XL 4WD Supercrew 5' Box 126.8" WB from National Auto Fleet Group, Watsonville, CA. Second Commissioner McKay. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

The BGNR Department is excited to announce that Chris Montrose has been promoted to the Crew Leader of Parks and Playgrounds. Chris has been with the Park District as a Full-Time Grounds Worker for the BGNR Grounds division since May 2022. Chris' main responsibilities will be overseeing the Park District playgrounds, and oversee the hard surface areas which include the basketball courts and tennis courts. Chris will be going through the Certified Playground Safety Inspection (CPSI) class to get certified.

We are also excited to announce that Mario Leanos will be promoted from a Permanent Part-Time Grounds Worker to a Full-Time Grounds Worker in the Grounds Division. Mario has been a Part-Time employee with the Park District since June 2022. Mario will officially begin his full-time career on Monday, September 19.

Pelican Harbor outdoor Aquatic Park closed for the summer on Sunday, August 21.

The staff has started doing playground repairs at Blackhawk Park. A few more parts are needed to complete the large tube slide repair.

Fall sports have started and fields are being used for practices and games. Staff has been on top of mowing, painting and cleaning up athletic areas of refuse with the start of all of the groups.

Bolingbrook Soccer Club held their annual Labor Day Tournament over Labor Day weekend. They had 160 teams enter into the 20th annual tournament; this is the most teams they have ever had. There was a total of 286 games played during the tournament. Staff did a tremendous job preparing the fields.

Eternally Green Turf Care of Frankfort, will begin herbicide and turf fertilization treatments of parks the week of September 12.

The Horticulture division is preparing for fall tree and perennial plant installations which will take place in late September early October.

The Natural Resources crew is preparing for prescribed burns to be done in mid to late October.

Project Updates

- BRAC Gym Floor Resurfacing project is complete.
- Pickleball courts at Indian Chase Meadows started the week of September 12.
- An added light fixture has been ordered for Lily Cache West Campus parking lot.
- Staff are anticipating the start of the Indian Boundary Parking Lot project in September. Project is anticipated to take approximately three weeks for completion.

Recreation & Facilities – Commissioner McKay reported:

Recreation

Preschool registration is ongoing for the 2022-2023 school year. Thank you to Chris Corbett and Joe Kyznar for fixing up a third classroom to meet the needs of the teachers and more enrollment.

The Illusions Gymnastics Team is excited to announce that the GJO/AAU board approved Bolingbrook Park District Gymnastics to host a meet March 11-12 in 2023 at the Annerino Community Center.

The district is offering a Co-op Teen trip with Lemont Park District to Disturbia Haunted House in October, as well as a trip to Richardson Farm in September, and a Service Project in conjunction with Operation Christmas for December.

The district is pleased to announce the hiring of Hannah Grise as the new full time Enrichment and Programs Supervisor. Hannah has been part time with the Bolingbrook Park District for the past 2 years as an Enrichment Instructor.

The next Meijer Free Family Event will be taking place at Gateway Wetlands on Saturday, September 17 for a Birdwatching Event. There has been an extremely positive response for this event.

Fitness

Year to date membership sales are ahead of projection. Staff have added 549 memberships versus the August end of month projection of 514.

September recorded 3,125 Group Fitness visits for the month which are ahead of 2019 numbers.

Parkies 5K took place on August 27. It was a beautiful race day morning with 359 participants registered which came in 9 higher than our goal of 350. A huge thank you to all the staff and volunteers who helped make this day a success

Aquatics

Daily admissions and concessions exceeded budget for August.

The total number of Pelican Summer Passes projected for 2022 FY is 2,189, has reached and exceeded this projection with a total of 2,632 purchased.

Parkies Pumpkin Patch will be held on October 28 from 6-8pm at the Indoor Pool.

Upcoming Adult Trips

- October 1: Thornton Quarry Tour
- October 12: Paramount Theatre “Dreamgirls”
- October 26: Illinois River Cruise to see Fall Foliage

Marketing – Commissioner McVey reported:

Summer is traditionally a slower month for fitness. Marketing created a summer digital campaign with geo fenced advertisements to individuals at targeted locations in the area. We then were able to track who physically came into our facility. The team is planning on running a similar campaign in late December and January of 2023.

Commissioner McVey gave a shout out to the Customer Care Management team as well as the Customer Care Team members for handling over 130 WebTrac email questions and over 50 website questions in the month of August.

Golf Course & Ashbury's – Commissioner McVey reported:

Overall Revenue missed target by 5%. YTD is above target by 6%.

Upcoming Events:

- o Nine, Wine & Dine, Saturday, September 17
- o Paint Your Pet, Monday, October 17

NWCSRA - Commissioner McVey reported:

- Grand Opening plans are in the works with an official ribbon-cutting ceremony for the Bolingbrook Sensory Room. It will take place on October 8 with special activities: glow art, sensory room visits, wheelchair basketball, sit volleyball, goalball, music therapy, equine therapy and more.

Unfinished Business

None

Communications from the Public

None

New Business

None

Announcements

None

Closed Session

President Vastalo made a motion to enter into Closed Session at 8:19pm pursuant to 5 ILCS 120/2 (c) for the purpose of discussing (11) Pending or probable litigation. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

President Vastalo made a motion to adjourn from Executive Session at 8:27pm. Second: Commissioner McVey. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Motion to Adjourn

President Vastalo made a motion to adjourn from the regular Board Meeting at 8:28pm. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Hix, McVey, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Minutes Verification Signature



Bolingbrook Park District Board Secretary
Jake McVey