

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Workshop Meeting Minutes**  
**September 19, 2024**

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

Motion President Hix, second: Commissioner Andrews to approve agenda as submitted. Roll call: Ayes: Andrews, Vastalo, McVey, President Hix. Nays: None. Absent: McKay. Motion passed 4/0.

**District Operations and Activities Update**

Executive Director Mike Selep reminded board members of upcoming events:

- Fall Fest – Saturday, September 21
- 10<sup>th</sup> Hole Pub Reunion – Friday, October 4
- Celebration of Special Recreation – Saturday, October 5
- Cheesy Pretzel 5K – Sunday, October 6
- Howl-O-Ween 5k – Sunday, October 13
- PechaKucha Volume 2 – Wednesday, October 16
- Budget Workshops – Monday, November 4 and Wednesday, November 6
- IAPD/IPRA Conference – Thursday, January 23 – Saturday, January 25, 2025
  - Awards Luncheon – Friday, January 24 from 12 -2:00 pm

Executive Director Mike Selep talked about the district’s goal to revamp the BAC Agreement and develop individual agreements for each of the various groups because there are specific maintenance needs for each group.

Chris Finn, Director of BGNR said next week the natural resources crew will be renting a timber ax for chopping and mulching trees. There are several areas that are dense and thick that the crew can’t get into to remove invasive species. The areas/parks they are going to be working on are Gateway, by Lily cache Creek Greenway by Orchard and Lindsey, Poplar, & Knights of Columbus. Commissioner McVey suggested posting signs explaining what the district will be doing in those areas.

Executive Mike Selep said he and Commissioner Andrews and Chris Corbett, Superintendent of Projects and Loss Prevention talked with two legislators for possible funding for playgrounds and pathway improvements. They are willing to work together to help fund those areas. Selep thanked Commissioner Andrews for initiating that conversation.

**Project Updates** – Chris Corbett, Superintendent of Projects and Loss Prevention

- Central Park Spray Pad – products are arriving next Tuesday. Working with George’s Landscaping to get registered with the Village of Bolingbrook.

- Ashbury's Canopy – working with NorthCape for canopy installation. A permit from the Village is not needed for the project.
- Jerry Hix Park – waiting for closing dates.

**Public Comment**

None

**Unfinished Business**

None

**New Business**

None

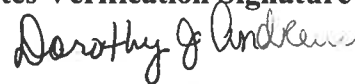
**Closed Session**

None

**Adjournment**

President Hix made a motion to adjourn from the Workshop Meeting at 6:53 pm. Second: Commissioner Vastalo. All in Favor, "Ayes".

**Minutes Verification Signature**



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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**  
**September 19, 2024**

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

President Hix asked Debbie Chase to begin the meeting with the Pledge of Allegiance.

President Hix made a motion to approve the agenda as submitted. Second: Commissioner McVey. Roll call: Ayes: Andrews, Vastalo, McVey, President Hix. Nays: None. Absent: McKay. Motion passed 4/0.

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, Vastalo, McVey, President Hix. Nays: None. Absent: McKay. Motion passed 4/0.

**CORRESPONDENCE TO THE BOARD FROM PUBLIC**

President Hix received an email from a sub-group of Bolingbrook Youth Baseball regarding field maintenance which has been addressed.

**PUBLIC COMMENTS**

None

**ATTORNEY'S REPORT**

No report.

**LEADERSHIP TEAM REPORT**

Executive Director Mike Selep turned the floor over the Chris Finn, Director of BGNR who introduced Juan Reyes the new crew leader for playgrounds.

Juan worked for the Bolingbrook Park District in various different avenues from 2011 to 2022. He started out on the horticultural crew then moved to the mowing crew and also worked for the playground crew leader and is now in that position. He has come back to the park district after two-year absence. Juan is married and has a 7-year-old son. He enjoys woodworking in his free time and is doing some woodworking for the park district.

Executive Director Mike Selep gave a shout out to DuCap (DuPage County Area Project) and Christian Brothers Automotive. They reached out to the park district to provide 5 individuals in the community to offer free oil changes to those who are struggling. They are helping 36 families in the community.

Selep reported staff met with the CEO, CFO, Chief Nursing Officer and Executive Director of Hospital Services from Advent Health Bolingbrook Hospital on September 11 and took them on a tour of park district facilities. It was a great opportunity for our team to meet their team.

Selep announced the Celebration of Special Recreation was able to secure a new group (Chicago Amputee Soccer) to do a demonstration. One of the Co-founders, Andrew Payne, who lost his leg in a snowmobile accident will be spreading the joy of soccer to people who need something in their life to get them motivated again.

### **TREASURER'S REPORT**

Commissioner Andrews made a motion for the approval of payment of bills including travel reimbursement in the amount of \$646,92.86 subject to audit. Second: Commissioner Vastalo. Roll call: Ayes: Andrews, Vastalo, McVey, President Hix. Nays: None. Absent: McKay. Motion passed 4/0.

### **LAISION REPORTS**

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

- Staff are working on budgets and safety was already covered – great job!

**Finance and Technology** – Commissioner McKay (absent) – no report

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

- BGNR has been busy with special events. Staff did a great job of setting up and taking down for Parkie's 5K.
- Staff also did set-up and take down for the Labor Day Soccer Tournament.
- Staff also working on Fall Fest, Freaky Fun Friday and the Howl-O-Ween 5K.
- Received two new pickup trucks.
- Heater in the expansion pump room will be replaced this month.
- Staff continues to inspect playgrounds and fix minor problems.
- Adding more wood chips to playgrounds.
- Fall sports are in full swing: Soccer, Baseball, Football, Flag Football, Bocce, and Cricket.

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

- Preschool started the year with 150 children enrolled in 13 classes.
- Dance is having a bring a friend day this fall to gain more exposure.
- Gymnastics and Cheer – had 78 parties with 98 guests.
- REACH serving 92 children.
- VVSD 21<sup>st</sup> Century Grant Program is operating at 10 different sites.
- Adult trip to the Punch Bowl Social in downtown Chicago on Saturday, October 12.
- Upcoming adult trips: Costa Rica (2025) and Britain (2026).
- Howl-O-Ween 5K – October 13.

- Adult softball – 30 teams, volleyball 28 teams.
- Day One Sports had 254 participants throughout two summer sessions.

*President Hix asked if we offered competition teams for the climbing wall. Kai Wahlgren, Director of Recreation said due to lack of staff they can't offer teams right now, but it is a future goal to bring competition teams to the climbing wall.*

- Special events in August: 3<sup>rd</sup> Lazy River 5K, H2O Glow Night, River Barre pop-up and Parkie's 5K which was a national event this year with people from 26 states participating.
- Birthday pool parties had a great turnout.
- Parkie's Pumpkin Patch – October 25.
- Swim team scoreboard is installed in the indoor pool.
- Manager's on Duty received training on facility emergencies procedures.
- Annerino and BRAC rentals over \$65,000 for the year.

**Marketing** – Commissioner Andrews reported:

- UChicago/AdventHealth will feature information centers at ACC and BRAD as part of this district's partnership.
- Website consumption holding steady
- Social Media Metrics holding well.
- Design work is up
- Customer Care Manger, Chavonda Cochran completed training to become an instructor for Verbal Intervention through Crisis Prevention Institute. Chavonda will provide training to the Customer Care team.
- Total calls still holding and transactions down to kids back school.

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

- Ashbury's and Boughton Ridge Golf Course's total revenues are up 13.1% compared to the first eight months of the year in 2023. Overall revenue is \$125,742 above 2023 YTD.
- Overall operating expenses are 4.8% under budget YTD.
- Upcoming events: PechaKucha 10/16, 10<sup>th</sup> Hole Reunion 10/4, Nine, Wine & Dine 9/28 and Trivia Night on Tuesdays.

**NWCSRA** - Commissioner Andrews reported:

- Celebration of Special Recreation will be held on Saturday, October 5 from 11:00 am-3:00 pm at the Annerino Community Center.
- NWCSRA will host a Sensory Friendly Truck or Treat at the NWCSRA office on October 24 from 4:30-7pm.
- The Annual NWCSRA Recognition Dinner will be held on Thursday, December 12 at the Bolingbrook Golf Club.
- Budgeted inclusion dollars per member agency is calculated at 3% of each member agency's contribution. According to the member agreement, when the budgeted dollars have been used, NWCSRA will bill back the member agency for direct companion support hours. Inclusion Wages for FY2024 were budgeted at \$15,300 for the Bolingbrook Park District.

- For NWCSRA member districts, summer programming uses the most inclusion hours (generally 75% of inclusion support for the year), followed by preschool, and before and after school care.
- Summer programming hours for inclusion were much higher this summer for all four-member agencies compared to the past six years as numbers of campers have also increased for each agency.
- A total of \$26,089 has been utilized in inclusion support throughout the first 8 months of the year.

### **UNFINISHED BUSINESS**

Chris Corbett, Superintendent of Projects and Loss Prevention announced the district received a check from the State of Illinois for the DCO grant within two weeks of submittal.

### **PUBLIC COMMENT**

None

### **NEW BUSINESS**

None

### **ANNOUNCEMENTS**

- Commissioner Andrews announced the Citizens Against Domestic Abuse event will be October 10<sup>th</sup> at the Levy Center at 5:30 pm. and Living Alternative event is October 17<sup>th</sup>
- Hannah Grise announced Freaky Fun Friday is October 18<sup>th</sup>.
- President Hix announced Mike and Julie Selep are celebrating their 30<sup>th</sup> Anniversary.
- President Hix requested the October Board Meeting start at 5:00pm. Hix and Andrews want to attend the Living Alternative event.

### **CLOSED SESSION**

President Hix made a motion to enter into Closed Session at 7:30 pm pursuant to 5 ILCS 120/2 (c) for the purpose of discussing: (1) The employment, discipline and performance of specific employees. Second: Commissioner Andrews. Roll call: Ayes: Andrews, Vastalo, McVey, President Hix. Nays: None. Absent: McKay. Motion passed 4/0.

President Hix made a motion to adjourn from Closed Session at 7:54 pm. Second: Commissioner McVey. All in Favor "Ayes".

### **ADJOURNMENT**

President Hix made a motion to adjourn from the regular board meeting at 7:55 pm. Second: Commissioner Vastalo. All in Favor "Ayes".

**Minutes Verification Signature**

*Dorothy J. Andrews*

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