

BOLINGBROOK PARK DISTRICT
Ashbury's at Boughton Ridge Golf Course - Banquet Room
Budget Workshop Meeting Minutes
Wednesday, November 5, 2025

President Hix called the meeting to order at 5:00 pm. Roll call: Andrews, McKay, McVey, Hix, Vastalo.

The meeting began with the Pledge of Allegiance.

Communication from the Public

None

Administration & Personnel Board Liaison Report - Commissioner Andrews

Commissioner Andrews made a motion to approve Ordinance 25-10 - Ordinance to Amend Policy Manual Regarding Paid Holidays for Full-Time Employees. Second: Vastalo. Roll call. Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Opening Statements by Board President

President Hix said, "Let's Go"!

Introduction of Budget 2026 – Executive Director

Executive Mike Selep welcomed the Board of Commissioners and staff to the Budget 2026 Presentation. Selep said the theme this year is Innovation and Financial Stability.

Selep touched on 2025 Accomplishments:

- Technology Updates
- Jerry Hix Park and Spray Pad Launch
- Facility Updates: (Pelican Harbor – lighting, decking and new furniture)
- Park Updates: Gateway Wetlands & Knight of Columbus playground renovations as well as pathways throughout our parks.
- Recreation Department Reorganization
- Funding Plan to address current CARP needs
- Completed the Community-Wide Survey

Challenges facing the district in 2026: Civic distrust and political divisiveness, rising costs, aging infrastructure and revenue stream sensitivity.

In 2026 the district is getting ready to **Engage** (commitment to relationships – patron, staff and community partners, **Adapt** (commitment to innovation & responding to changing community needs, **Secure Financial Future** (commitment to meeting enhanced community need & including a broader audience.

2026 Impact Items

- Expansion of facility hours and staffing to meet facility and programmatic needs
- Two new full-time positions
- BRAC facility renovation projects
- Park renovation and pathway projects
- Cost recovery model development – a framework of how programs, services and facilities will be priced.

2026 Key Initiatives

- Work with Bond Advisors to implement funding plans for capital projects
- Respond to Community-Wide Survey

- Enhance and maximize facility and park spaces
- Create program mix that matches the community
- Remove barriers to participation

BPD Financial Review

Debbie Chase began the presentation by thanking Tina Simpson, Mike Selep, the Admin Team, Leadership Team, Management Team and the Board.

Tina Simpson provided an overview of the Operating funds and Fund Balance Projections. She showed that we have a healthy primary operating fund balance even though considerably under the target maximum. She also showed that we intentionally budgeted some fund deficits to bring fund balances into alignment.

Debbie Chase then reviewed projected revenues and expenses and reflected on the small growth in the fund balance for the primary operating funds. She also reviewed Charges for Services, showing an average 6% increase per year. The District payroll graphic reflected the 2025 full time hiring challenges and shows a projected return to normal hiring in 2026. Debbie also discussed the continued growth of BGNR contractual services & maintenance/repairs, averaging about \$100,00 per year.

Business & Technology – Debbie Chase, Director of Business and Technology - 2026 Goals

Strengthen Finances

- Develop cost recovery model
- Increase capital transfer – 2026 bonds
- Conservative budgeting
- Focus on fund balance growth
- Provide funding for staffing needs
- Meet growing demands of expenses
- Encourage growth – continue to maintain expense management
- Opportunities for Innovation

Make Data More Accessible

- **Artificial Intelligence**
 - AI Policy – defines parameters
 - Utilize to enhance, not replace - personal assistance
- **Data Analytics System**
 - Secure and accessible
 - Multiple data sources in one view
 - Ability to compare past to present
 - Unified data across all business areas
 - Valuable graphs and charts

Develop Staff Knowledge

- Access for all staff, easy to use, available at any time, expanded learning opportunities and built in status monitoring.

Provide More Tools for more Growth and Learning

- All 34 Strengths Assessments for Management, HR Source Coaching-Top 5 Strengths, In-house coaching. Gallup access platform and development of Strengths Committee action plan.

Provide Easy Access to All Files

- 2025 Migration to Office 365-Easy Access for all staff
- File structure migration to SharePoint (more simplified structure and flexibility)
- Microsoft Teams – collaboration at a new level

- Cameras at your fingertips

Improved Services

- Additional cameras at BRAC
- New door locks/cameras – Central Park and Trojan Field

Capitol Asset Replacement

- Replacement of 5 Desktops and 10 Laptops
- Wireless infrastructure upgrade

Marketing and Customer Care

Kim Smith, Director of Marketing and Care reported:

2025 Highlights – Key Initiatives

- Completion of the 2025 Community-Wide Survey
- Successful launch of the Bolingbrook Park District App
- Participated in the Will County Economic Commissions High School Internship program
- Completion of an ADA audit of our website

2026 Key Initiatives

- Replace the college intern with a year-around part-time Videographer/Photographer position
- Updates to website:
 - Add language translation option to serve non-English speaking residents
 - Complete recommended ADA changes to comply with new standards
- Update newsletter to be hybrid program direct mail piece and district report
- Revamp the BPD YouTube channel
- Add more direct purchase features on our App
- Implement internal ticket system for marketing and customer care requests.

2025 Innovation

Successes – New Additions

- Nine Square
- Imagination Blocks
- Added FitTrail System in two locations
- Added shade shells to Pelican Harbor
- Testing NobleWins Bench at Knights of Columbus Park
- Innovation Awards

2026 Innovation

- Adding Innovation Recreation experience for research
- Innovation Summit coming in March

Recreation & Facilities

Kai Wahlgren, Director of Recreation thanked the Board of Commissioners, Administrative Team and all the departments in the district that provided support to the Recreation and Facilities Team. Kai also thanked the Recreation Team.

2026 Initiatives

General Recreation – Facilities

- Increase facility hours at BRAC

- Continue to collaborate with VVSD
- Maintain relationships with renters
- Optimize facility space usage
- Expanding Open Play

Special Events and Services

- Re-develop block party package
- Community events
- Develop Community Recreation Team

Preschool and Early Childhood

- Continue partnerships and outreach
- Create new programs and customer experience

Gymnastics/Ninja

- Continue engagement events – focus on preschool and youth gymnastics classes
- Review Ninja program for improvements
- Adult gymnastics – successful program looking to grow the program and add competition events for adults.

Dance/Theatre

- Expand performance opportunities
- Expand theatre programs
- Powerdance – increase participation

REACH Before and After School

- Finalize the Department of Human Services Certification – continue to work with schools

Day Camp

- Evaluate field trips
- Offer new experiences

Lifestyles Fitness

- Virtual Gym App – opportunity to better engage with customers and better ease for signing up for classes and cancelling classes. Virtual class options.
- New functional fitness space and equipment
- Enhance customer experience

Pelican Harbor/Aquatics

- Safety – encourage the purchase of a clear bag – avoid longer lines
- Member only swim – increasing to an hour – noon to 1:00pm will be member only swim
- Implement SimplySwim software to improve lesson experience
- Offer new special events

Athletics

- Continue to grow league offerings
- Look for additional program opportunities – kickball, frisbee, etc.
- Collaborate with BAC to offer youth sports
- Offer a summer adult basketball league
- Add more programming for the climbing wall

Communication from the Public

None

Comments from the Board

Commissioners Hix, McVey, McKay, Vastalo and Andrews thanked the staff for their hard work.

Executive Session

None

Announcements

None

Adjournment

Commissioner Hix made a motion to adjourn from the budget workshop at 7.39 pm. Second: Commissioner Andrews. All in Favor "Ayes"

Minutes Verification Signature



Bolingbrook Park District Board Secretary
Sue Vastalo