

Board Liaison Reports
BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
January 16, 2025

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

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

Review of Ordinances, Resolutions, Action Items

Executive Director Mike Selep presented resolutions and ordinances for board approval.

Ordinance 25-02 amending the Bolingbrook Park District Personnel Policies regarding Personal Days for Full Time Employees and Personal Time Off (PTO) for Part time Employees.

Ordinance 25-03 amending the Bolingbrook Park District Personnel Policy Language for Seasonal and Short-Term Staff

Resolution 25-01 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.

District Operations and Activities Update

Executive Director Mike Selep talked about the proposed Personnel Policy updates for consideration. For new employees' first year of employment change sick time from 1.85 per month to 3.08 per month. This will be in accordance with all current full-time employees.

Debbie Chase, Director of Business and Technology said after review with legal there will be certain changes to the remote work policy. Chase will send changes to the board for review. The policy will come before the board for approval next month.

Selep talked about the Kemper Agreement regarding an option to extend the agreement and an incentive program.

Kim Smith, Director of Marketing and Customer Care gave an update regarding the Community Survey. Kim said there will be five focus groups, two groups of medium to light users, two groups of heavy users, and one group of minimal users. Feedback from the focus groups will be built into the printed survey and will be mailed to get a broader scope of residents.

Public Comment

None

Unfinished Business

None

New Business

None

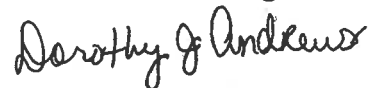
Closed Session

None

Adjournment

President Hix made a motion to adjourn from Workshop Meeting at 6:54 pm. Second: Commissioner Vastalo. All in Favor "Ayes".

Minutes Verification Signature



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

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
January 16, 2025

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

President Hix asked Ms. Benner to begin the meeting with the Pledge of Allegiance.

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

President Hix made a motion to approve the following meetings, Second Commissioner Andrews:

- Monthly Board Meeting Workshop Minutes of December 19, 2024
- Budget and Appropriation Public Hearing Meeting Minutes of December 19, 2024
- Closed Session Meeting Minutes of December 19, 2024
- Monthly Board Meeting Minutes of December 19, 2024

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

CORRESPONDENCE TO THE BOARD FROM PUBLIC

Commissioner Hix received communication from a resident who wanted to cancel their membership. The issue has been resolved.

Commissioner Hix said he, Commissioner McVey and Executive Director Mike Selep have engaged in a discussion regarding what are appropriate activities, events, programs to be offered by the Bolingbrook Park District. This discussion come from a letter received by a resident regarding a program that was offered that they thought was inappropriate.

PUBLIC COMMENTS

None

ATTORNEY'S REPORT

Attorney Megan Olson of Tressler said they are preparing a memo for distribution to the board in the coming weeks regarding a recent PAC opinion relating to public bodies obligations with respect to deeming a FOIA request unduly burdensome.

LEADERSHIP TEAM REPORT

Executive Director Mike Selep mentioned Dance Dimensions is hosting a “Dancing with the Stars” event on Saturday, January 25 which he and other amazing dancers will be performing. Donations will be made to each dancer’s not-for-profit organization.

IAPD Legislative Breakfast for South Suburban Parks & Receptions Association (SSPRA) is scheduled for Friday, February 21 at 7:30 am in Tinley Park. Selep invited all legislators from our area and Bolingbrook Park District Commissioners to attend.

TREASURER’S REPORT

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the amount of \$612,473.39 subject to audit. Second: Commissioner Vastalo. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

LAISION REPORTS

Administration and Personnel – Commissioner Vastalo – reported:

Commissioner Vastalo made a motion to approve Ordinance 25-02 amending the Bolingbrook Park District Personnel Policies regarding Personal Days for Full Time Employees and Personal Time Off (PTO) for Part time Employees. Second: Commissioner McVey. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Vastalo made a motion to approve Ordinance 25-03 amending the Bolingbrook Park District Personnel Policy Language for Seasonal and Short-Term Staff. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Vastalo made a motion to approve Resolution 25-01 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. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Chris Corbett and Mike Selep attended an Inauguration celebration for State Senator Meg Loughran Cappel at the Illinois State Library in Springfield on January 8. Bolingbrook Mayor Mary Alexander-Basta and Bolingbrook Police Chief Mike Rompa as well as several other Bolingbrook residents were in attendance. They had the opportunity to visit with Peter Murphy and Jason Anselment from IAPD prior to the event.

The Hail damage claim was made for the roof at the Deatherage-Drdak Center. PDRMA approved the claim for full reimbursement.

Finance and Technology – Commissioner McKay – reported:

Debbie Chase, Director of Business and Technology participated in Strengths Coach training the first week of December. The training was truly beneficial and provided many new techniques for further expansion of strengths at the district. Debbie is excited to grow the program with the Strengths Committee and take advantage of her expanded strengths knowledge.

President Hix, Commissioner McKay along with Debbie Chase, Director of Business and Technology met yesterday to go over financials. Commissioner McKay reported funds in all areas are extremely strong.

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

Staff are working with fence vendors for the replacement of fencing at Pelican Harbor Concessions. Anticipate work sometime in February.

Finalizing details for the 2025 work plan with timelines. Process consists of meeting with staff to get needs, dates, etc.

Staff are working on additional bids anticipated to be released in early February. Bids include replacement of asphalt shingle roofing at multiple parks & facility sites, sealcoating and installation of playgrounds at both Knights of Columbus & Gateway Wetlands. Staff is also working with Upland Design on those two parks.

Recreation & Facilities – Commissioner Hix reported:

- 2024 ended with record participation numbers for the early childhood class offerings with a total of 1,078 children.
- The first performance of the year for the Dance Company will on Saturday, February 1 at Winterfest. They will perform in the Annerino Community Center Gym.
- December Party Stats: Nerf/Ninja/Gymnastics: 5 parties / 71 guests.
- Winter day Camp ran successfully with 215 participants.
- The next Family Engagement Night, a Glow Night, is scheduled for February 13.
- A “Paint and Sip” program was held at Ashbury’s on January 3 with 18 adult participants, half of whom have never registered for a Bolingbrook Park District program.
- Later in the month, participants of all ages are invited to create a “Snow Gnome House” using provided craft materials, such as flowerpots, mosses, pinecones and other natural items.
- Based on feedback and suggestions from residents and participants, the Spring brochure will feature a new section of Family Trips, geared towards guardians of teenagers and their teens.
- The Spring Brochure is scheduled for release on January 20.
- The adult pickleball classes are set to begin on January 6 with 18 participants enrolled.
- Day One Sports Academy closed 2024 with 919 participants.
- Three of the four martial arts programs exceeded projections.
- Climbing wall birthday parties will be offered in addition to our current birthday party options.

- Racquetball had 302 participants for 2024 and Wallyball had 364 participants.
- Lifestyles had 8,120 visitors and currently have 897 active memberships.
- Member attendance for aquatics had 2,230 visits for the month of December 2024.
- The district had over 1,000 participants in rentals, birthday parties and group outings.
- Swim lessons generated over \$300,000 in revenue.
- Swim team made over \$70,000 in revenue.
- Facilities had total usage just under 5,000 participants
- Annerino Community Center (ACC) Gym and Room rentals generated \$16,730.00 total for the year 2024.
- Bolingbrook Recreation Aquatic Complex (BRAC) Gym and Room rentals made \$83,163.50 total for the year 2024.
- Open Play has made \$18,882.00 total for the year 2024.

Marketing – Commissioner Andrews reported:

The Innovation Committee was presented with a request to purchase Imagination Playground blocks for use at events and programs. This innovative playground equipment system allows any space to be transformed into play space. The equipment has arrived, and the program team is developing their plan to use this new feature.

Bolingbrook Park District's total social media follower count saw 18% growth in 2024 compared to a 6% growth in 2023.

The Lifestyles Level Up Challenge using the Goosechase App started on January 1. The fitness and marketing team are monitoring this first challenge, and adjustments will be made based on feedback. The goal of the challenge is to keep people motivated and have some fun with fitness. The challenge is live January-February. Prizes will be awarded at the end of January and February, with grand prizes awarded the end of February.

A total of 40 customers were contacted for customer service audits in December with a response rate of 63%. Feedback was positive on customer service and programs. One customer expressed appreciation for the paid-in-full year membership instead of monthly. She stated it is much easier for her.

Golf Course & Ashbury's – Commissioner Andrews reported:

- Ashbury's and Boughton Ridge Golf Course's total revenues are up 13.6% compared to 2023.
- Overall revenue in December exceeded budget by \$657 for December.
- Operational Expenses were managed well throughout the month.
- Payroll was 2.8% under budget for the month.
- Overall operating expenses are .5% under budget YTD.
- Events: All you can eat Chili Monday – Friday 11:00am to 4:00pm and Trivia Night every Tuesday night.

NWCSRA - Commissioner Andrews reported:

The Bolingbrook Knights of Columbus Council 6521 hosted their annual Christmas party with over 100 in attendance at the party. The Knights served lunch, followed by a choir performance and a visit from Santa himself.

The adapted sports field in Romeoville is scheduled to be completed by the end of the second quarter this year. Plans are being developed for a grand opening ceremony and programming this summer. The initial payment to the Village of Romeoville of \$300,000 will be issued upon completion. A \$30,000 payment per year will be made for the next 10 years. All funds are secured for this project.

UNFINISHED BUSINESS

None

PUBLIC COMMENT

None

NEW BUSINESS

None

ANNOUNCEMENTS

None

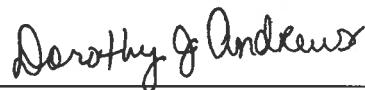
CLOSED SESSION

None

ADJOURNMENT

President Hix made a motion to adjourn from the regular board meeting at 7:32 pm. Second: Commissioner Andrews. All in Favor "Ayes".

Minutes Verification Signature



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