

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
June 19, 2025

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

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

Annual Comprehensive Report Presentation

Debbie Chase, Director of Business and Technology introduced Courtney Mohr of Lauterbach and Amen.

Debbie Chase said as Disclosure Officer she confirmed that the reports as she is aware are accurate and reliable and ensure that the board has no concerns or questions.

Ms. Mohr announced this is the 23rd consecutive year the Park District has received the Certificate of Achievement for Excellence in Financial Reporting award. Ms. Mohr congratulated the team and said this is a very prestigious award that is only valid for one year. It requires the submission of an easily readable and efficiently organized audit report.

Ms. Mohr presented a brief overview of the 2024 Financial Audit. Ms. Mohr thanked the board. The board had no questions or comments on the Annual 2024 Comprehensive Financial Report.

District Operations and Activities Update

The following resolutions and Ordinance were reviewed:

Ordinance 25-08 Adopting the General Use Ordinance. This document is a complete list of all of Bolingbrook Park District's Ordinances ("laws" created by local government). This will enable residents to view all the district's ordinances in one document.

Debbie Chase, Director of Business and Technology reported:

Resolution 25-23 approving a Comcast Business Service Order for 36 months. Debbie said the district is migrating to Office 365. This replaces the outlook web access.

Debbie encouraged the Board to take the 34 Strength Test. Debbie will send a code to each board member.

Accept the Annual Comprehensive Financial Report Year Ended December 31, 2024.

Acknowledge receipt and acceptance of Certification from Disclosure Officer confirming that the 2024 Annual Comprehensive Financial Report is complete and accurate in all material respects and the EMMA disclosure will be filed in a timely manner.

Resolution 25-23 approving a Comcast Business Service Order for 36 months. Debbie Chase said this is to renew the existing Ashbury's TV and internet service.

The Board had no questions.

Operational Updates

- Reminders/Upcoming Events
 - Bolingbrook Village Picnic – June 29
 - iFest – July 12
 - Parkie's 5k – August 23
 - Jubilee & Pathways Parade Weekend – September 12-14
 - Fall Fest – September 27
- Updates
 - Lincoln Property (Cash in-lieu of land donation) – the park will be private only for their development. The Park District would prefer to have cash instead of land. The development has not been approved yet by the Village.
 - DCEO Grants in State Budget - \$815,085 – Bolingbrook will receive:
 - \$200,000 Lily Cache Sports Complex
 - \$100,000 Knights of Columbus Trail
 - \$215,085 Gateway Wetlands
 - \$300,000 The Forest

Executive Director, Mike Selep gave a special thank you to Senator Meg Cappel and Representatives Natalie Manley and Dagmara Avelar for the first 3 projects and a big thank you to Janet Yang Rohr for \$300,000 for updates to the Forest.

Mike also thanked Chris Corbett, Superintendent of Projects and Loss Prevention for putting all these projects together.

The following pickleball and tennis courts will be closed on July 4th to prevent fireworks being set off at these sites, Indian Chase Meadows, River Trails and Century Park. Signs will be posted. Extra crews will be out for trash pickup over the holiday weekend.

- Pelican Harbor indoor pool will be shut down for 4 weeks for ADA concrete work, zero-depth pool re-surfing and annual maintenance that occurs during this time which are inspections, repairs to drains, pumps and other mechanicals.

- Community Survey Update – Kim Smith, Director of Marketing and Customer Care reported: received mailing list from the Village and randomly selected 10,000 addresses to send the community-wide survey to. Post cards going out June 23, June 30 and July 7. The survey will close on July 20.
- Open Play Changes: No personal music allowed. Gym attendant will check in participants and go over all the rules. Participants must sign in before entering.

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 7:03 pm. All in Favor “Ayes”.

Minutes Verification Signature



Bolingbrook Park District Board Secretary
Sue Vastalo

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
June 19, 2025

President Hix called the meeting to order at 7:16 pm. Roll call: Vastalo, McKay, Andrews, McVey, President Hix.

Tina Simpson began the meeting with the Pledge of Allegiance.

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

President Hix made a motion to approve the following meetings:

- Monthly Board Meeting Workshop Minutes of May 15, 2025
- Monthly Board Meeting Minutes of May 15, 2025

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

CORRESPONDENCE TO THE BOARD FROM PUBLIC

Commissioner McKay said he received compliments regarding Ashbury's and the Golf Course. McKay said things are improving in the right direction.

PUBLIC COMMENTS

President Hix said he is speaking as a private resident. Hix said the subject is Juneteenth and he read a quote from a lawyer and wanted to share with everyone.

“On this date, we commemorate June 19, 1865, when freedom finally reached all enslaved people in the U.S. It's a poignant reminder that legal pronouncements alone don't guarantee liberty. This day urges us, especially lawyers, to continually strive for the active realization of justice and equity in our communities and our practice.

Justice delayed is justice denied.”

Hix said it has been 160 years since the origin of Juneteenth. This was the day Union troops freed enslaved African Americans in Galveston Bay and across Texas, two years after President Lincoln signed the Emancipation Proclamation.

Hix asked everyone to give thought to the significance of these events.

ATTORNEY'S REPORT

No formal report.

LEADERSHIP TEAM REPORT

Executive Director, Mike Selep turned the floor over the Dave Burisek, Fitness Manager who introduced Meaghan Bower the new Facility Manager at ACC. Dave said Meaghan joins us from the Glenview Park District and previously at the Lemont Park District. Meaghan lives in Warrenville and is recently engaged and became an aunt for the first time. Meaghan also has a solid background in aquatics.

Kim Smith, Director of Marketing and Customer Care introduced Jenna Greenberg the new summer marketing intern. She is entering her sophomore year at Indiana State University and is majoring in media advertising. Jenna is a 2024 graduate of Bolingbrook High School and is currently a head lifeguard at Pelican Harbor.

Tyler Gillespie, Athletic Manager introduced Luis Torres summer recreations and facilities intern. He attends St. Francis where he is majoring in sports management. He is a kicker on the football team, he has a dog named Buddy, loves disc golf, working out and cooking.

The board welcomed Meaghan, Jenna and Luis.

TREASURER'S REPORT

Commissioner McKay made a motion for the approval of payment of bills including travel reimbursement in the amount of \$739,247.90, subject to audit. Second: Commissioner McVey. Roll call: Ayes: Andrews, McVey, Vastalo, McKay, President Hix. Nays: None. Absent: Vastalo. Motion passed 5/0.

LIAISON REPORTS

Administration and Personnel – Commissioner Andrews reported:

On the recommendation from the Park District Risk Management Agency (PDRMA), staff reviewed the district's 'Ordinances' that were included in the District's Operations Manual to create a 'General Use Ordinance' document. It includes all the district's ordinances in one document. After multiple reviews with staff and corporate counsel, the document has been reviewed by the Board of Commissioners to adopt. This will provide staff with one central location for all the district's conduct & regulations.

With staff recommendation Commissioner Andrews made a motion to approve Ordinance 25-08 adopting the General Use Ordinance. Second Commissioner Vastalo. Roll call: Ayes: McVey, Vastalo, McKay, Andrews, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Staff were recognized for milestone years of service, the newly created Innovation Awards, as well as the Susan Hoster-Suggs Award of Excellence at this year's Parkiepalooza on May 17.

Commissioner Andrews thanked all the staff who made their milestone years of service (3, 5, 10, 15, 25) to the district.

The Innovation Committee created a process where individuals and groups could be recognized for innovative programming or processes to help improve the organization. The following innovations were Lazy River 5K, Popsicle Hotline, and Water Tank Construction.

The Awards Committee selected four individuals to receive this year's SHS Award of Excellence, two full-time and two part-time employees. This award is the highest honor award provided to staff for their dedication, passion and inspiration toward creating a world class organization.

Commissioner Andrews explained The Award is in honor of Susan Hoster-Suggs who was our dedicated Executive Director for about two years prior to her passing in 2011, and previously served as our Director of Finance, Technology & HR. Sue had a vision for the Bolingbrook Park District which promoted strong teamwork as well as creating a culture that encouraged professional & personal growth for our staff. Sue helped us to achieve many goals through her leadership and support. The SHS Award of Excellence is in honor of Sue's dedication to our district's mission, and we are excited that it continues to inspire others to nominate individuals who have made outstanding contributions to the Bolingbrook Park District.

Commissioner Andrews congratulated Laura Mensik, Tina Simpson, Betti Napiwocki and Janelle Kolosh.

Finance and Technology – Commissioner McKay reported:

The 2024 Annual Comprehensive Financial Report has been presented for Board review and acceptance. The report will be filed with the State of Illinois and a Notice of Availability of Annual Audit will be published in the local newspaper by the required deadline of June 30. The report will also be added to the website after approval.

With staff commendation Commissioner McKay made a motion to approve acceptance of the Annual Comprehensive Financial Report Year Ended December 31, 2024. Second Commissioner McVey. Roll call: Ayes: Vastalo, McKay, Andrews, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

The certification documents the Disclosure Officer's opinion that the information in the 2024 Annual Comprehensive Financial Report is correct and complete in all material respects and will be filed on the Electronic Municipal Market Access system (EMMA) to fulfill the district's required annual disclosure with the Municipal Securities Rulemaking Board (MSRB) by June 30, 2025.

With staff recommendation Commissioner McKay made a motion to approve and to acknowledge receipt and acceptance of Certification from Disclosure Officer confirming that the 2024 Annual Comprehensive Financial Report is complete and accurate in all material respects and the EMMA disclosure will be filed in a timely manner. Second Commissioner Andrews. Roll call: Ayes: McKay, Andrews, McVey, President Hix. Nays: None. Absent: None. Motion passes 5/0.

To secure the best rate possible for expanded internet capabilities and existing TV services at Ashbury's, I have brought forward a 36-month renewal business service order with Comcast. This will allow improved internet access and continued TV services for the facility.

With staff recommendation Commissioner McKay made a motion to approve resolution 25-23 approving a Comcast Business Service Order for 36 months. Second Commissioner Andrews. Roll call: Ayes: Andrews, McVey, Vastalo, McKay, President. Nays: None. Absent: None. Motion passes 5/0.

Commissioner McKay reported the district has positive cash flow balances, more funds are becoming self-sufficient, and recreation is increasing numbers.

Buildings, Grounds and Natural Resources – Commissioner Hix reported:

- All departments helped with getting Pelican Harbor all set to open for the summer 2025 season.
- Central Park Splash Pad officially opened to the community at Central Park.
- The building department is beginning the startup of irrigation on fields at Lily Cache Sport Fields and Trojan.
- Staff helped get things ready for Camp Allota Fun. This included setting up snow fencing, putting up 2 tents, bringing over extra picnic tables and garbage cans.
- Currently full staffed.
- Staff did a great job setting up the Beep Baseball Tournament on Saturday, June 7 and Sunday, June 8.
- Staff are making preparations for the Labor Day soccer tournament at Lily Cache Sports Fields.
- Thanks to the NRHT team for removing dead trees from Knights of Columbus Park.
- The NRHT crews planted 3,500 annual flowers, 396 perennial plants.

Recreation & Facilities – Commissioner McVey reported:

- Preschool enrollment is ongoing for the 2025-2026 school year
- BPD Dance Company parent meeting took place on Wednesday, June 4. We are anticipating our team to grow from 14 to around 20 for the 2025/2026 season.
- BPD Dance Company Dancers will be performing at the Village Picnic on Sunday, June 29 as well as at the Joliet Slammers game on Sunday, July 6.
- BPD Theatre's production of Disney's Finding Nemo Kids sold a total of 431 tickets across its two shows, bringing in a total revenue of \$4,240. This is 77 more tickets and \$700 more in revenue than last year's spring show which is an increase of about 20%.
- The Illusions Gymnastics Team competed at the AAU Northern Midwest Regionals held in Waukegan, IL on June 7-8. The girls competed against teams from all over the Midwest. This was the first AAU regional for our team to compete in!! The Illusions Gymnastics Team will be performing on stage at the Village Picnic on Sunday, June 29.
- Day Camp began on June 2 and will run through August 8. Registration is ongoing
- REACH registration for the 2025-2026 school year will begin on July.

- Special Events – Wednesday Night Concerts at the Roger C. Claar Performing Arts Center.
- Visit Your Local Park – Next event scheduled for Friday, June 20, Wipfler Park.
- The first of three Family and Friends Canoeing dates launches on Saturday, June 28. Participants will learn the basics of canoeing safety and how to paddle before practicing their new skills on a still body of water.
- Beginner and Intermediate Archery lessons have returned for the summer and fall season.
- Fall registration is open for the Men's Flag Football League and adult softball leagues.
- The Climbing Wall opened on Thursday May 29.
- Normal operating hours for Open Climb are Thursdays from 5:00pm to 7:00pm and Saturdays from 12:00pm to 2:00pm.
- Total fitness swipes for May were over 10,000.
- Lifestyles has 985 annual members. 13-month retention figures are at 71% for annual members.
- Yoga in the Park at Indian Boundary Park.
- Pelican Harbor has new rentable shade shells.
- Come to Open Gym at ACC for pickleball, basketball and parent tot this summer.

Commissioner Andrews said a connection has been made with the 7th and 8th graders through trips offered at day camp. Great job!

Marketing – Commissioner Vastalo reported:

LIV Golf has agreed to sponsor the new shade shells at Pelican Harbor. As part of the agreement, they will be able to promote the upcoming Bolingbrook LIV Golf tournament at concessions and the admission window the remainder of the summer.

A total of 45 customer service audits were completed in May. Many transactions for May have been Resident ID renewals, which is normal. There was feedback requesting longer hours during the weekend and concerns about cleanliness during the weekend in the locker room.

Golf Course & Ashbury's – Commissioner Vastalo reported:

Restaurant revenue exceeded budget by \$3,470 and was \$9,595 over revenue collected last year.

New pergolas were constructed on the patio.

Featured this summer

- Nine, Wine & Dine – June 21
- Independence Day Scramble – July 5
- Nine Wine and Dine – August 16
- Labor Day Scramble – August 30

Commissioner Vastalo was impressed with staff shirts at Boughton Ridge. She commended staff for the red shirt displaying the flag on the sleeve.

NWCSRA - Commissioner Vastalo reported:

The NWCSRA swimmers made waves and pushed it to the limit at the Bolingbrook Pelicans' Intersquad Swim Meet on June 5.

NWCSRA held a Talent Show at the Annerino Community Center on May 22.

UNFINISHED BUSINESS

None

PUBLIC COMMENT

None

NEW BUSINESS

None

ANNOUNCEMENTS

President Hix mentioned the passing of former board member Al Traczek. Al served on the board for 34 years. He has always been very active in the community. There was a moment of silence.

CLOSED SESSION

President Hix made a motion to enter in to Closed Session at 7:53pm pursuant to 5ILCS 120/2(c) for the purpose of discussing (1) The employment, discipline and performance of specific employees. Second: Commissioner Vastalo. Roll call: Ayes: McVey, Vastalo, McKay, Andrews, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Vastalo made a motion to adjourn from Closed Session at 8:26pm. Second: Commissioner McKay. All in Favor "Ayes".

Commissioner Vastalo made a motion to continue regular Board Meeting at 8:27pm. Second Commissioner: McKay. All in Favor "Ayes".

ADJOURNMENT

Commissioner Vastalo made a motion to adjourn from the regular Board Meeting at 8:28 pm. Second: Commissioner Andrews. All in Favor "Ayes".

Minutes Verification Signature


Bolingbrook Park District Board Secretary
Sue Vastalo