

BOLINGBROOK PARK DISTRICT
Workshop Meeting Minutes
August 16, 2018

President Hix called the meeting to order at 6:30pm. Commissioner Vastalo seconded. Roll call: Ayes: Traczek, Vastalo, President Hix. Nays: None. Absent: McCloud. Motion passed 4/0.

Commissioner Hix made a motion to appoint Commissioner Allen as Secretary ProTem for the Workshop meeting. Commissioner Vastalo seconded. Roll call: Ayes: Traczek, Vastalo, Allen, President Hix. Nays: None. Absent: McCloud. Motion passes 4/0.

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

Review of Ordinances, Resolutions, Action Items

Executive Director Ron Oestreich reviewed the following Resolutions, Ordinance and Action Item:

- Resolution 18-11 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.
- Ordinance 18-04 approving conveyance of certain easements to the Village of Bolingbrook – Kings Road Extension.
- Award a contract to Action Printing of Fond Du Lac, Wisconsin to print on 10% recycled content paper for the 2019 Brochure Series (Winter/Spring, Sneak Peak, Summer and Fall).
- Resolution 18-12 approving the First Amendment to the Management Agreement between Bolingbrook Park District and KemperSports for Management services of Boughton Ridge Golf Course. Oestreich stated this is an extension from June 30 to December 31. It did not make sense to stop the contract in mid-year. We are extending the contract to the end of the year so they can properly budget for the entire year of 2019.

The board had no comments or questions.

Review of District Business

Debbie Chase, Director of Business and Technology reported the district is at the end of a 3 year term with auditors Lauterbach and Amen. The district has had a positive experience with Lauterbach and Amen. The district has decided to follow best practices and request an RFP for a 3 year term with an alternate firm. This will allow the district to protect the district and improve our audit process.

Tricia Dubiel, Superintendent of Business and Finance reported the district sent out an RFP to six firms, two firms submitted proposals, 2 firms declined and two firms did not respond. Dubiel said staff will bring a recommendation and contract for the board's consideration at the September Board meeting. Both of the firms that responded are quality firms. Commissioner Hix asked what firms responded, Dubiel said Sikich LLP and Miller Cooper. Hix asked who declined? Dubiel said Crowe LLP and Baker Tilly Virchow Krause, LLP

Oestreich said he will be presenting a Proclamation to the Bolingbrook Soccer Club's 40 Year Anniversary at their September board meeting.

Commissioner Hix said a lot of work went in to putting tonight's presentation together. Once again it was a team effort as well as a team effort from Public Communications, Inc. Hix said most important is to stay on message.

Ron Oestreich, Executive Director presented the Bolingbrook Park District Referendum open house and HOA meeting presentation.

After the presentation, Oestreich asked the audience if anyone had questions.

Alice Murray a resident and an employee of the park district asked if the district was going to install a sprinkler system on the pelican harbor island project since there will be a lot of turf. Oestreich said that is a good question and said it was not considered and will think about it. Ms. Murray wanted to know yes or no. Oestreich said it is not a decision he can make at this point and will do some research.

Ms. Murray also said the area is going to require upkeep and did the district budget extra money for extra staff to take care of turf and replacement of umbrellas. Oestreich said the district has a capital asset replacement program that each facility invests in. Ms. Murray said if she is going to vote for the referendum she wants to make sure it is sustainable. Ms. Murray said if you keep increasing assets but don't think about maintaining them in the future then is not being fiscally responsible. As a resident Ms. Murray wants to know if there is anything in the referendum that is going to be operational going forward. Commissioner Hix stated the referendum is not operational money. The district budgets on an annual basis for operations and capital asset replacement.

Ms. Murray asked if the district won a Gold Metal Award where staff received pins. Oestreich said that was for the Park District Facility Accreditation through IPRA and IAPD. Ms. Murray thinks it should be included in the referendum information.

Ms. Murray asked if there were going to be scheduled meetings regarding the referendum. Oestreich said three open houses/public meetings are scheduled in September, October and the first week in November.

Hix said there are three key messages; reinvestment in the park district, the priorities were driven by community input and whether you vote yes or no your taxes for capital assets will be reduced.

Ms. Murray asked if she votes no will her taxes go down more. Hix said yes. This information will be in the literature.

Oestreich had no further report.

Communication from the Public

None

Old Business

None

New Business

None

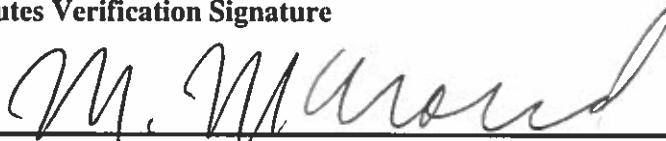
Closed Session

None

Adjournment

Commissioner Hix made a motion to adjourn from the Workshop Meeting at 6:58pm. Commissioner Vastalo seconded. All in Favor "Ayes".

Minutes Verification Signature

A handwritten signature in cursive script, appearing to read "M. McCloud", written over a horizontal line.

**Bolingbrook Park District Board Secretary
Melissa McCloud**

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
August 16, 2018

President Hix called the meeting to order at 7:01pm. Commissioners present at roll call: Traczek, Vastalo, Allen, President Hix. Absent: McCloud

President Hix made a motion to appoint Commissioner Allen as Secretary ProTem. Commissioner Vastalo seconded. All in Favor “Ayes”.

President Hix asked Commissioner Vastalo’s grandchildren to begin the meeting with the Pledge of Allegiance.

Motion Commissioner Vastalo, second Commissioner Traczek to approve the agenda. Roll call: Ayes: Traczek, Vastalo, Allen, President Hix. Nays: None. Absent: McCloud. Motion passed 4/0.

Motion Commissioner Hix, second Commissioner Vastalo to approve the following meetings:

- Workshop Meeting Minutes – July 19, 2018
- Closed Session Meeting Minutes – July 19, 2018
- Board Meeting Minutes – July 19, 2018
- Closed Session Meeting Minutes - July 19, 2018

Roll Call: Ayes: Traczek, Vastalo, Allen, President Hix. Nays: None. Absent: McCloud, Motion passed 4/0.

Commissioner McCloud arrived to the board meeting at 7:06pm.

CORRESPONDENCE FROM THE PUBLIC

None

COMMUNICATION FROM THE PUBLIC

None

ATTORNEY’S REPORT

No Report

LEADERSHIP TEAM REPORT

Executive Director Ron Oestreich turned the floor over to Susan Meier, Customer Care Assistant Manager who introduced Sean McEvilly. Susan said Sean has been working with the park district since May 31. Sean is working at the BRAC location. Prior to starting with the district he was working at Carson Pirie Scott as the Maintenance Technician. He likes the outdoors. Sean has a baby girl that will be arriving in January and lives in Morris, IL.

Oestreich announced the Bolingbrook Soccer Club celebrated their 40th Anniversary last Friday. Oestreich will present a Proclamation to the club at their next board meeting.

TREASURER'S REPORT

Commissioner Allen made a motion to approve disbursements including travel reimbursement in the amount of \$614,200.71, subject to audit. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

COMMITTEE REPORTS

Administration and Personnel – Commissioner Hix made a motion to approve Resolution 18-11 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. Commissioner Vastalo seconded. Hix said the district is trying to protect assess value of the district. If the taxpayers feels they have been assessed inappropriately they have a chance to petition the board of appeals and the district has the right to defend themselves and ask questions, along with the assessor. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Finance and Technology – Commissioner Vastalo reported:

Tina Simpson was promoted to Accounting Supervisor from her position as Senior Accounting Clerk. Tina joined the District in May 2016 and has been a great asset to the Business Office. Congratulations Tina. Vastalo wished her great success in her new role.

88 support calls were completed by technology in July.

Buildings, Grounds and Natural Resources – Chris Martner, Director of BGNR reported for Commissioner Traczek. Commissioner Allen read the motion.

In the near future, the Village of Bolingbrook will begin construction of Kings Road south of Hassert Boulevard. The Lily Cache Greenway and Veterans Park will flank both sides of the Kings Road extension. To build this section of road will require temporary grading and construction easements as well as five drainage easements on park land.

With staff recommendation Commissioner Allen made a motion to approve Ordinance 18-04 granting easements to the Village of Bolingbrook for the Kings Road extension. Commissioner Hix seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

The District completed the first of three yearly on-line auctions to sell off retired equipment. The items included two trucks, a trailer, computer equipment and miscellaneous items. The auction generated \$21,750 in revenue which was applied to the capital fund.

In completing their "Bronze Award" 13 girl scouts from Troops 70791 and 71034 came together to plan, design, fundraise, and build a Gaga Pit at Central Park. Gaga is a fast paced version of dodge ball played in an octagonal pit. The participants from this year's Camp Alotta Fun enjoyed having this feature added to Central Park.

The biggest variable for NR, Horticulture, and Turf this time of year is water. July was the driest month in 75 years. This is a variable that the district plans for and is well prepared for. We are able to keep our flowers blooming throughout this annual dry spell with prolific watering, which is no small task. You have probably seen our two 1,000 gallon water trucks constantly moving around all the parks dispensing the much needed drinks to District plants.

Last April, the Park Board approved a contract to construct accessible routes at Hidden Oaks Conservation Area. Now that summer day camp has ended work has begun. The routes will consist of

concrete walkways, plazas and boardwalks that connect Hidden Oaks Nature Center and nearby parking lots to various park elements.

Twenty-three year old pathways at Lions Park and Plimmer Park were recently resurfaced with two inches of asphalt pavement. The improvement was funded by the District's Capital Asset Replacement Program.

The Annerino Community Center office expansion project was completed. On July 16 the Superintendent of HR, HR Assistant, HR Processor, Systems Support Manager and Graphics Communication Specialist moved into their new offices.

Hidden Oaks Nature Center's exhibit sound system was replaced with new equipment and background nature sounds.

Recreation & Facilities – Commissioner Allen reported:

An Open House for the entire Dance Department will take place on Saturday, August 18 from 1:00pm - 3:00 pm. It will take place at the BRAC and will be a time where new and returning families can ask questions.

Youth Lego Camps have been at maximum for each session.

Fall Fest is coming September 29 from 3:00pm to 7:00pm at BRAC.

Gymnastics offered a free Experience Ninja Class on August 14.

REACH Registration for the 2018-2019 School Year is ongoing at all five school sites which includes Wood View Elementary School.

Registration opened for fall adult programming with 39 registrants across all programs on the first resident registration day. August 22's trip to Jazzin' at the Shedd has four buses reserved with 53 participants. In addition to jazz music and adult beverages, participants will be treated to fireworks over Navy Pier.

Fitness

Our Silver Sneakers and Prime membership continues to grow with 28 new members this month.

The Wednesday Walkers Group continues to grow.

Parkie's 5k/10k and Kid 100 yard dash - registration has really geared up for Parkie's enrollment with more than 400 participants pre-registered as of August 10.

Aquatics

The open play/aquatic pass is a new annual pass that allows guests to use Pelican Harbor and participate in open gym. For the gym this includes any time BRAC or ACC are open as well as drop in times.

The Indoor Pool will be shut down for annual maintenance and cleaning the week of August 20 – 24.

Museum

The next fishing derby will be Saturday August 18 from 3:00pm-6:00pm.

Special Recreation (LCSRA) – Commissioner McCloud reported:

Fourteen LCSRA bowlers competed in the Special Olympics 2018 Regional Bowling Tournament on Saturday, August 11. All gold medalists advance to Sectional competition in October.

LCSRA golfer, Jeremy Sharp of Joliet, competed at the Special Olympics REGION C 3-6-9 Hole Golf Qualifier in Bartlett on August 6.

Three members of the LCSRA Tennis Team will be competing on Saturday, August 18 and Sunday, August 19 in Bloomington at the State Tournament. We wish them all the best as they go for the gold.

Marketing – Commissioner McCloud reported:

Bid Amount for Brochure Series (Winter/Spring, Sneak Peak, Summer, & Fall) – Web Press (4-color throughout on recycled paper). Quantity 25,500 copies. The bid is from Action Printing for \$79,296. With staff recommendation Commissioner McCloud made a motion to award a contract to Action Printing of Fond Du Lac, Wisconsin to print on 10% recycled content paper the 2019 Brochure Series (Winter/Spring, Sneak Peak, Summer and Fall). Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Promotions for the Spanish Ambassadors program have begun. Information was included in the fall brochure, placed at all front desks, and on the website. Phone calls from our Spanish speaking population have begun to roll in for our Ambassadors. Our team will also have a presence at the Day of the Immigrant event in September.

Golf Course & Ashbury's – Commissioner McCloud reported:

Overall revenue missed July target by 9%. YTD is slightly below target at -4.8%. Overall revenue is also slightly under last year by -2.3%.

The current contract for Management Services for Boughton Ridge Golf Course between Bolingbrook Park District and KemperSports expires June 30, 2019. Staff is recommending an amendment to the contract, extending to a December 31, 2019 expiration date. This will allow KemperSports to create a complete work plan and budget for the entire 2019 calendar year. There are no article changes to the contract with the exception of the extended expiration date.

With staff recommendation Commissioner McCloud made a motion to approve Resolution 18-12 approving the First Amendment to the Management Agreement between Bolingbrook Park District and KemperSports for Management services of Boughton Ridge Golf Course. Commissioner Vastalo seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

UNFINISHED BUSINESS

None

COMMUNICATIONS FROM THE PUBLIC

Alice Murray a resident and employee of the park district asked how much time does it take for Tressler, LLP to intervene with tax appeals?

Attorney John O'Driscoll said it varies. It is primarily going after the big commercial businesses trying to reduce how much they have to pay. Some have a statewide push so you see them in a lot of different municipalities and then you won't hear from them for several years.

Ms. Murray asked if it is for every individual home owner who comes for reassessment? O'Driscoll said no, they typically only get involved if the commercial tax payer tries to reduce the taxes at the \$100,000 mark.

NEW BUSINESS

None

ANNOUNCEMENT

Jill Mukushina, Superintendent of Special Recreation said LCSRA along with council and the Bolingbrook Golf Course will host a free event for parents regarding estate planning and benefits for people with disabilities on Tuesday, September 11.

Commissioner Hix wished Beth Baiardo a full and speedy recovery. Hix said he appreciates the updates the Executive Director have been providing the board.

Commissioner Hix welcomed Sean McEvelly and promised him a challenge.

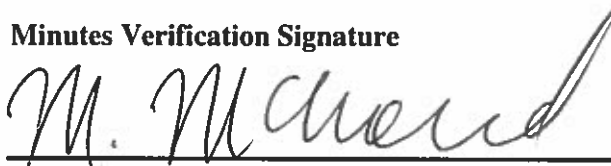
CLOSED SESSION

None

ADJOURNMENT

Motion Commissioner Hix, second Commissioner Traczek to adjourn from the regular board meeting at 7:27pm. All in favor "Ayes".

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Melissa McCloud**