

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
December 19, 2018

Vice President Vastalo called the meeting to order at 6:00pm. Commissioner Traczek seconded. Roll call: Ayes: Traczek, Allen, McCloud, Vastalo. Absent: Hix.

Commissioner Vastalo made a motion to appoint herself as President ProTem for this workshop meeting. Commissioner Traczek seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

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

Eric Anderson of Piper Jaffray & Company gave a brief update on Bond Sale Matters. Mr. Anderson said since the last update they have reviewed and supplied information for the Preliminary Official Statement. Mr. Anderson said this is the document that will go out to the investors that talks all about Bolingbrook Park District and the district's 14 million dollars in bonds.

The district is currently rated Aa2. Scheduled due diligence call is January 8, 2019 to ensure completeness and correctness of Preliminary Official Statement.

Piper Jaffray has determined the final allocation between taxable and tax exempt bonds in order to comply with spend down requirements:

- \$2,000,000 in taxable bonds
- \$12,000,000 in tax exempt bonds

Tax exempt rates have declined nicely since the last presentation to the Board of Commissioners.

The Board of Commissioners will agree to a final allocation of taxable vs tax exempt bonds and adopt a Parameters Bond Ordinance at the regular board meeting tonight. A parameters ordinance is used to minimize the volatility associated with potential (unfavorable) market events and to set forth the terms and conditions of the bond sale.

Mr. Anderson reviewed the debt service.

Timetable of Major Events to Issue Referendum Bonds

Date	Event or Action
November 26, 2018	Review with Board of Commissioners on post-referendum events
November 27, 2018	Referendum results made official after canvassing of election results
December 19, 2018	Final plan of finance reviewed and approved by Commissioners Adopt bond sale parameters ordinance
January 8, 2019	Conduct bond rating review
January 15, 2019	Bond rating review
February 5, 2019	Conduct bond sale
February 26, 2019	Bond closing – proceeds advanced

This schedule may be slowed slightly if desirable, but any bond levies affecting levy year 2018 (collection year 2019) must be filed by February 27, 2019.

Review of Ordinances, Resolutions, Action Items

Executive Director Ron Oestreich reviewed the following:

- Ordinance 18-05 repealing Ordinance 18-04 regarding conveyance of certain easements to the Village of Bolingbrook – Kings Road Extension.
- Ordinance 18-06 conveying certain easements to the Village of Bolingbrook – Kings Road Extension per attorney review.
- Resolution 18-18 regarding the destruction of certain Park District closed session audio recordings.
- Approve Ordinance 18-07 an Ordinance making a combined annual Budget and Appropriation of funds for the Bolingbrook Park District, Will County, IL for the fiscal year beginning January 1, 2019 and ending December 31, 2019.
- Ordinance 18-09 levying and assessing the taxes for the Bolingbrook Park District Will County, Illinois for the Tax Levy Year 2018.
- Ordinance 18-10 providing for the issue of not to exceed \$14,000,000 General Obligation Park Bonds, Series 2019, to improve 21 park playgrounds, improve pathway connection, improve and equip the Bolingbrook Recreation and Aquatic Complex, including construction of four family changing rooms, two additional meeting/program rooms and locker room improvements, improve the Pelican Harbor Lazy River center island, and further equip parks and park facilities, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the execution of a Bond Purchase Agreement with Piper Jaffray & Company in connection with the sale of said bonds.
- Resolution 18-16 awarding a contract renewal in the amount of \$175,000.00 to Drendel Property Management of Oswego, IL for Boughton Ridge Golf Course Maintenance Program.
- Resolution 18-17 awarding a one year contract with two one-year renewal options to Waste Management of Illinois/Indiana for recycling and waste collection services at Bolingbrook Park District facilities.

District Operations and Activities Update

Budget changes – Debbie Chase, Director of Business and Technology informed the board the packet before them included updated reports and budget adjustments. The majority of the changes were referendum changes.

Preschool Elder Tree – Mike Baiardo, Superintendent of Recreation and Facilities said several departments; dance and gymnastics all have philanthropic ties to their programming. Three years ago Kathy Hassert, Early Childhood Manager wanted to instill this into her preschool program. This is the third year doing the Elder Tree. Preschool team worked with Meadowbrook, Heritage Woods, Autumn Leaves and Senior Star. Ornaments are placed on trees at BRAC and ACC with a name and gift the person wishes to receive. Trees were filled three times. 125 gifts were delivered to the four locations.

Oestreich said the PTA group at Jamie McGee Elementary School asked the district about a playground replacement. Their playground is 20 years old. Per the IGA with VVSD the PTA raises the funds for a new playground and the district installs and maintains. The playground at Heritage has a less old portion (10 years) and an old portion (20 years). The district is going to replace the entire Heritage playground. The district will take parts from the Heritage Playground and install them in the Jamie McGee playground. Oestreich said everyone is very excited about this project.

Commissioner Allen asked will other schools with older playgrounds hear about this and come to the district asking for a new playground. Oestreich said he does not know. It could happen.

Communication from the Public

None

Old Business

None

New Business

None

Closed Session

Commissioner Vastalo made a motion to enter into Closed Session at 6:24pm pursuant to 5 ILCS 120/2 (c) for the purpose of discussing: (21) Approval or semi-annual review of closed meeting minutes. Commissioner McCloud seconded. Roll call: Ayes: Traczek, Allen McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passes 4/0.

Commissioner Vastalo made a motion to adjourn from Closed Session at 6:29pm. Commissioner Traczek seconded. All in Favor "Ayes".

Adjournment

Commissioner Vastalo made a motion to adjourn from the Workshop Meeting at 6:30pm. Commissioner Traczek. All in Favor "Ayes".

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Melissa McCloud**

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Public Hearing regarding the FY 2019 Budget and Appropriation Ordinance
Meeting Minutes of December 19, 2018

Vice President Vastalo called the meeting to order at 6:45pm. Commissioner Traczek seconded. Commissioners present at roll call: Traczek, Allen, McCloud, Vastalo. Absent: Hix.

Commissioner Vastalo made a motion to appoint herself as President ProTem for this public hearing. Commissioner Traczek seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

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

Commissioner Vastalo made a motion to open the Public Hearing regarding the FY 2019 Budget and Appropriation Ordinance. Commissioner Traczek seconded the motion. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Comments from the Public

There were no comments or questions from the Public.

Comments from Board Members

There were no comments or questions from Board Members.

Commissioner Vastalo made a motion to close the Public Hearing at 6:46pm. Commissioner Allen seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Commissioner Vastalo made a motion to adjourn from the Public Hearing at 6:47pm. Commissioner Traczek seconded. All in favor "Ayes".

Minutes Verification Signature



Bolingbrook Park District Board Secretary
Melissa McCloud

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
December 19, 2018

Commissioner Vastalo called the meeting to order at 7:00pm. Commissioner Traczek seconded. Roll call: Ayes: Traczek, Allen, McCloud, Vastalo. Absent: Hix.

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

President Vastalo began the meeting with the Pledge of Allegiance.

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

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

- Budget Workshop Meeting Minutes – November 10, 2018
- Budget Workshop and Workshop Meeting Minutes – November 15, 2018
- Board Meeting Minutes – November 15, 2018
- Special Meeting Minutes – November 27, 2018

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

CORRESPONDENCE FROM THE PUBLIC

None

COMMUNICATION FROM THE PUBLIC

Amrita Raghuraman introduced herself as a Community Health Educator with the Will County Health Department. She is in the Tobacco Control and Prevention Program. Ms. Raghuraman is working on an initiative with Will County Parks to prevent youth tobacco use and making parks tobacco free. Ms. Raghuraman asked if they could do a 15 minute presentation at the next board meeting. Commissioner Vastalo suggested she get in touch with Executive Director Ron Oestreich.

MOTION TO REPORT ON REVIEW OF CLOSED SESSION MEETINGS

Commissioner Allen made a motion to report on review of closed session meeting minutes. Allen said the board has done the semi-annual review and has found that the following closed session meeting minutes for February 15, 2018, March 15, 2018, May 17, 2018, June 21, 2018 as well as the July 19, 2018 both Workshop and Board Meeting still have a need for confidentiality and will not be released. Commissioner Traczek seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passes 4/0.

ATTORNEY'S REPORT

None

LEADERSHIP TEAM REPORT

Executive Director Ron Oestreich announced the Bolingbrook Park District was selected by the Lion's Club of Bolingbrook as Foundation Fellows. Oestreich said this is a big award from the Lion's Club. Oestreich said the club does so much for the community and he was honored to accept the award.

TREASURER'S REPORT

Commissioner Allen made a motion to approve disbursements, approval of payment of bills including travel reimbursement in the amount of \$367, 049. 93, subject to audit. Commissioner Traczek seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

COMMITTEE REPORTS

Administration and Personnel – Commissioner Vastalo reported:

Commissioner Vastalo made a motion to approve Ordinance 18-05 repealing Ordinance 18-04 regarding conveyance of certain easements to the Village of Bolingbrook – Kings Road Extension. Commissioner Allen seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Commissioner Vastalo made a motion to approve Ordinance 18-06 conveying certain easements to the Village of Bolingbrook – Kings Road Extension subject to Attorney's approval. Commissioner Traczek seconded. Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Commissioner Vastalo made a motion to approve Resolution 18-18 regarding the destruction of certain Park District closed session audio recordings. Commissioner Traczek seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Commissioner Vastalo reported the district received two awards; Certificate of Achievement for Excellence in Financial Reporting and the IPRA Exceptional Workplace Award for 2018.

Finance and Technology – Commissioner Vastalo reported:

Commissioner Vastalo made a motion to Approve Ordinance 18-07, an Ordinance making a combined annual Budget and Appropriation of funds for the Bolingbrook Park District, Will County, Illinois for the fiscal year beginning January 1, 2019 and ending December 31, 2019. Commissioner Allen seconded. Commissioner Vastalo stated the total revenue for next year's budget and appropriation is estimated at \$32,864,980. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Commissioner Vastalo made a motion to approve Ordinance 18-09 levying and assessing the taxes for the Bolingbrook Park District, Will County, Illinois for the Tax Levy Year 2018. Commissioner Allen seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Commissioner Vastalo made a motion to approve Ordinance 18-10 providing for the issue of not to exceed \$14,000,000 General Obligation Park Bonds, Series 2019, to improve 21 park playgrounds, improve pathway connection, improve and equip the Bolingbrook Recreation and Aquatic Complex, including construction of four family changing rooms, two additional meeting/program rooms and locker room improvements, improve the Pelican Harbor Lazy River center island, and further equip parks and park facilities, providing for the levy of a direct annual

tax sufficient to pay the principal and interest on said bonds, and authorizing the execution of a Bond Purchase Agreement with Piper Jaffray & Company in connection with the sale of said bonds. Commissioner Allen seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passed 4/0.

Buildings, Grounds and Natural Resources – Commissioner Traczek deferred to Chris Martner, Director of BGNR and Commissioner Allen to read his report.

Martner reported:

The geothermal system at Hidden Oaks Nature Center has been repaired and is operating as designed. There were leaks detected in the pipes below the building. They have been re-piped through the inside of the facility. There was minimal inconvenience to our customers and staff.

Martner welcomed Forrest Rackmyer. Forrest will be at the January Board Meeting for his introduction. He is the new Natural Resources, Horticulture, and Turf Manager. Forrest comes to us most recently from The Pizzo Group and was employed with the Geneva Park District prior to that. Forrest has much experience in both the natural areas and is a Horticulturist by trade. He is an IDNR Certified Prescribed Burn Manager, and holds an Illinois Pesticide Applicator's License. Forrest's mentor will be Justin Waters.

Commissioner Allen reported:

Drendel Property Management has maintained the Boughton Ridge Golf Course for the past eight years. Dave Drendel and his team continue to complete the maintenance on time and with good results. Commissioner Allen made a motion to approve Resolution 18-16 awarding a contract renewal in the amount of \$175,000.00 to Drendel Property Management of Oswego, IL for Boughton Ridge Golf Course Maintenance Program. Commissioner Traczek seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passes 4/0.

The District has been with Waste Management for refuse removal and recycling for many years. At this time it was decided to investigate pricing from several vendors. The most cost effective proposal was submitted by Waste Management. Their 2019 fee for refuse and recycling services is \$14,769. Commissioner Allen made a motion to approve Resolution 18-17 awarding a one year contract with two one-year renewal options to Waste Management of Illinois/Indiana for recycling and waste collection services at Bolingbrook Park District facilities. Commissioner Traczek seconded. Roll call: Ayes: Traczek, Allen, McCloud, President Vastalo. Nays: None. Absent: Hix. Motion passes 4/0.

Recreation & Facilities – Commissioner Allen reported:

The Bolingbrook Park District will once again be partnering with the Fountaindale Public Library to offer Winterfest. The event will be held on Saturday, February 9, 2019 at the Annerino Community Center from 10:00 am - 2:00 pm. Free activities and demonstrations will be offered.

Gymnastics staff will host a Ninja Parent Night Out on Saturday, December 22 from 5:00pm to 7:45pm. Staff will be collecting donations to benefit St. Jude's Children Hospitals.

Upcoming adult trips: January 11: Shen Yun, January 18: Lizzadro Museum of Lapidary Art and January 29: Starved Rock Eagle Watch.

Fitness

- Silver Sneakers and Prime membership continues to grow with 13 new members this month.
- The January Fitness promotion goes through January 12. The theme of this year's event is 'wherever you may be on your fitness journey, we are here for you' All current members that refer someone will get TEN (10) entries into "This is LifeStyles" fitness drawing to win a \$500 Southwest Airlines Gift Card.

Aquatics

- Ninety-two new annual memberships were sold on Black Friday on November 23.
- Swim lessons concluded for the year and resume January 7.

Museum

- Nature staff hosted 5 birthday parties last month.
- A Full Moon Hike will take place on Saturday, December 22 from 6:00-7:00pm.

Special Recreation (LCSRA) – Commissioner McCloud reported:

- LCSRA participants and family celebrated the holiday together, along with the Knights of Columbus, on Saturday, December 8 at the 28th annual Christmas Party. The Knights of Columbus provide lunch, music entertainment and even a visit from Santa. During the event, LCSRA recognized Sue Vastalo with the award of excellence for her dedication to the mission and the participants of LCSRA. LCSRA also recognized participant Dora Crosby as this year's Shining Star for outstanding spirit, determination and achievements throughout the year.
- In addition to the party they host each year, the Knights of Columbus presented LCSRA with a check for \$2,000 toward the sensory room, which is being planned for a potential 2020 build in the current Arts and Crafts Room at Annerino Community Center. LCSRA is blessed to have a long standing relationship with the Knights of Columbus.
- Logan Bergacker, competed at the STATE Bowling Tournament on Saturday, December 1 in Peoria at Landmark Lanes. Logan earned the silver medal with a total pin count of 264, with 5 spares and 4 strikes.

Marketing – Commissioner McCloud reported:

- LifeStyles Fitness promotions for the Holiday season have been the focus over the last month. A total of 2,300 Holiday cards were sent to current fitness members letting them know we appreciate them being a part of the LifeStyles family. A free 30 day membership trial was included in the card for the member to share with a friend. This promotion was successful last year. We will track the results over the next few months.
- The marketing team is partnering with the Executive Director to develop feedback tools to gather information from the community regarding what is important to them in the planning and design for the new playgrounds slated to be completed in 2019. Staff will be working with the playground design team to offer two community input sessions. The first session will be on Tuesday, January 22 and will include interactive elements to help people share their ideas/interests in playground design. The second will be on Tuesday, February 19 and will include a more definitive plan for each of the initial five playgrounds based on the input received.

Golf Course & Ashbury's – Commissioner McCloud reported:

- YTD is exceeding target by \$139,474 through October, and last year by \$238,406.
- Upcoming events at Ashbury's: New Year's Eve Party, Soup and Chili Bar, Food and Drink specials during Hockey, Basketball and Football.

UNFINISHED BUSINESS

None

COMMUNICATIONS FROM THE PUBLIC

None

NEW BUSINESS

None

ANNOUNCEMENTS

The Board of Commissioners wished everyone a Merry Christmas!

CLOSED SESSION

None

ADJOURNMENT

Motion Commissioner Vastalo, second Commissioner Traczek to adjourn from the regular board meeting at 7:18pm. All in favor "Ayes".

Minutes Verification Signature



**Bolingbrook Park District Board Secretary
Melissa McCloud**