

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
February 21, 2019

President Hix called the meeting to order at 6:30pm. Commissioners present at roll call: Vastalo, Traczek, Allen, McCloud, President Hix. Absent: None. Motion passed 5/0.

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

John Balzano of Piper Jaffrey congratulated the district on a very successful bond sale. John distributed a bond sale book and briefly reviewed the results of bond sale.

Review of Ordinances, Resolutions, Action Items

Executive Director Ron Oestreich reviewed the following ordinances and resolutions:

- Ordinance 19-01 authorizing a supplemental property tax levy to pay the principal of and interest on the outstanding General Obligation Limited Park Bonds, Series, 2016C, of the District.
- Ordinance 19-02 ratifying the sale of \$2,000,000 Taxable General Obligation Park Bonds, Series 2019A, and \$11,515,000 General Obligation Park Bonds, Series 2019B, of the District.
- Resolution 19-05 approving Purchase Order #PO0000597 in the amount of \$54,313.01 for Cisco Smartnet renewal through Mindsight.
- Resolution 19-03 awarding an agreement with W.B. Olson, Inc. of Northbrook, Illinois for construction management services related to the Bolingbrook Recreation & Aquatic Complex expansion and lazy river development project.
- Resolution 19-06 awarding a contract to Westside Mechanical of Naperville, Illinois for replacement of nine rooftop heating and air conditioning units at the Annerino Community Center.

District Operations and Activities Update

Executive Ron Oestreich – Referendum Implementation updates:

- Final Playground open house was last Tuesday. Upland Design has all the information they need.
- Open voting for playground designs will be on the website until Monday, February 25.
- FGM Architects has moved into the design development phase for the Pelican Harbor lazy river project.
- Staff toured several facilities in the northern suburbs as well as Lombard and Oak Brook to view rec room ideas, locker room designs and other amenities.
- The design portion for the BRAC project will begin once Pelican Harbor is out to bid.

Debbie Chase Director of Business and Technology informed the board they would like to present a resolution to authorize the district to utilize PMA's new investment platform. The district currently uses PMA as an investment firm. PMA has a new platform that changes the structure from a savings account to a liquid investment type of account and this will give the district more flexibility in the investments. Commissioner Hix asked what the difference in the concept was. Chase said PMA is merging with

another organization and this new platform will bring in some additional tools and eventually the old platform will go away.

Jill Mukushina Superintendent of Special Recreation said LCSRA is currently finalizing the Sensory Room campaign. There are two families that have multiple children with autism that currently use LCSRA's programming. They will be the faces of the campaign telling their story of what everyday life is like and how our programs benefit their family. Mukushina said the campaign will launch on April 1. More details to come at the March Board meeting.

Jill also announced Knights of Columbus donated \$2,000 toward the sensory room.

Communication from the Public

Alice Murray a resident of Bolingbrook thanked Kim Smith Director of Marketing and Customer Care for directing her to the playground website.

Ms. Murray asked if there was a place to make public comments regarding the BRAC expansion and lazy river projects. Oestreich said anyone can submit their comments on the website.

Ms. Murray asked if you can vote more than once for the playground projects. She was concerned with people voting multiple times. Kim Smith said you can vote more than once and the district can track if someone is voting multiple times.

Old Business

None

New Business

None

Closed Session

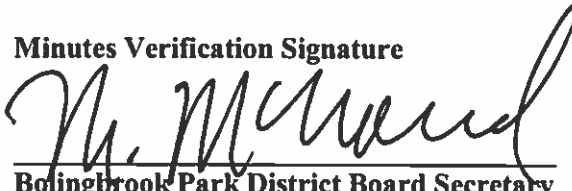
Commissioner Hix made a motion to enter into Closed Session at 6:53pm pursuant to 5 ILCS 120/2 (c) for the purpose of discussing: (11) Pending or probable litigation. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passes 5/0.

Commissioner Hix made a motion to adjourn from Closed Session at 7:10pm. Commissioner Traczek seconded. Roll call: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passes 5/0.

Adjournment

Commissioner Hix made a motion to adjourn from the Workshop Meeting at 7:11pm. 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
February 2, 2019

Commissioner Hix called the meeting to order at 7:12pm. Commissioners present at roll call: Vastalo, Traczek, Allen, McCloud, President Hix.

President Hix asked Kai Wahlgren, Superintendent of Recreation to begin the meeting with the Pledge of Allegiance.

Motion Commissioner Traczek, second Commissioner Allen to approve the agenda. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

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

- Workshop Meeting Minutes – January 17, 2019
- Board Meeting Minutes – January 17, 2019
- Special Board Meeting Minutes – January 29, 2019

Roll Call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

CORRESPONDENCE FROM THE PUBLIC

None

COMMUNICATION FROM THE PUBLIC

Alice Murray a resident of Bolingbrook questioned the removal of ash trees. Ms. Murray said most of the trees removed did not meet the criteria mentioned in the board report and said she wonders if residents know referendum dollars are being used to remove viable and recovering ash trees. Commissioner Hix said referendum dollars are not being used to remove trees. Funding is coming out of the CARP (Capital Asset Replacement Program) which is part of the district's work plan. Ms. Murray said when she worked at the district her and the Natural Resource, Horticulture and Turf Manager had a ribbon system on how removals would be addressed. This system was disregarded. Ms. Murray said information the district is receiving is coming from tree companies that make their money removing trees. Ms. Murray said do residents know their tax dollars are being used to remove viable and recovering trees. Ms. Murray wants this to go on record. Commissioner Hix said the board will address ash tree removal.

Saud Gazanfer a resident of Bolingbrook questioned two approvals on the agenda; 1) air conditioning replacement and 2) construction management for the BRAC and lazy river project. Mr. Gazanfer said he saw the bid results from the air conditioning replacement, but did not see bid results for Construction Management Services. Commissioner Hix said construction management falls under professional services much like an architect or legal services. The State of Illinois Statute does not require the park district to go out to bid if the district has a qualified service and they can prove their expertise and especially if the district has past experience with the service. Commissioner Hix said the district has done multiple projects with the construction management company. If the district did not have an existing relationship with a service then a process of review of qualified professional services is done. Commissioner Hix said based on the district's past experience and expertise with the firm the district is employing is within the district's safe statute appointment.

Mr. Gazanfer said if the district went out for a public bid for construction services wouldn't the district be able to have a stronger arm in negotiating for a better price? Commissioner Hix said he did not think so because the district is aware of the competitive environment. Hix said they watch other districts and entities. This organization has been fair with the district in the past. They have been willing to negotiate if there is an issue, take care of problems at their expense and deliver on time and under budget on every project they have done with the district.

ATTORNEY'S REPORT

No report

LEADERSHIP TEAM REPORT

Executive Director Ron Oestreich commended the district's plow teams from Buildings, Grounds and Natural Resources. Oestreich said there was a significant amount of snow and ice removal in January and February. The team has been doing an outstanding job keeping the district's pathways, parking lots and sidewalks clear. Oestreich thanked Chris Martner and her team.

Oestreich also commended Kai Wahlgren Superintendent of Recreation and his team for the success of Winterfest.

Oestreich also commended Mr. Wahlgren and the Dance Management Team on the excellent Dance Concert held on February 15 and 16.

TREASURER'S REPORT

Commissioner Allen made a motion for approval of Disbursements – approval of payment of bills including travel reimbursement in the amount of \$410,460.84, 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 – no report.

Finance and Technology – Commissioner Vastalo reported:

With staff recommendation Commissioner Vastalo made a motion to approve Ordinance 19-01 authorizing a supplemental property tax levy to pay the principal of and interest on the outstanding General Obligation Limited Park Bonds, Series, 2016C, of the District. Commissioner Traczek seconded. Roll Call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

With staff recommendation Commissioner Vastalo made a motion to approve Ordinance 19-02 ratifying the sale of \$2,000,000 Taxable General Obligation Park Bonds, Series 2019A, and \$11,515,000 General Obligation Park Bonds, Series 2019B, of the District. Commissioner Traczek seconded. Roll Call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

With staff recommendation Commissioner Vastalo made a motion to approve Resolution 19-05 approving Purchase Order #PO0000597 in the amount of \$54,313.01 for Cisco Smartnet renewal through Mindsight. Commissioner Allen seconded. Roll Call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Vastalo announced Sharon Camp has been hired as the new Software Assistant effective March 11. Sharon comes to the district with over 19 years of experience in Parks and Recreation. Sharon is a native of Lemont where she worked for the Lemont Park District and later went on to Palos Heights Parks and Recreation Department.

Under Technology Commissioner Vastalo reported:

- All documents and records were relocated to new file server.
- Reorganized and cleaned BRAC data closet, and installed new PDU power strip.
- 90 support tickets were completed in January.

Buildings, Grounds and Natural Resources – Commissioner Traczek deferred to Commissioner Allen to present resolutions and Jim Patula, Superintendent of Projects, Planning and Loss Prevention will read Commissioner Traczek’s report.

Commissioner Allen reported:

As reported at the January Board Meeting, staff and legal counsel have been working with W.B. Olson to negotiate an agreement for construction management services needed to expand and renovate Bolingbrook Recreation & Aquatic Complex. Commissioner Allen made a motion to approve Resolution 19-03 awarding an agreement with W.B. Olson, Inc. of Northbrook, Illinois for construction management services related to the Bolingbrook Recreation & Aquatic Complex expansion and lazy river development project. Commissioner Traczek seconded. Roll Call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

The 2019 budget included funds to replace nine roof top air conditioning units at the Annerino Community Center. This is the third and final year to replace the units originally installed in 1999. Five contractors submitted bids. The work is scheduled to commence as early as April 13, but no later than May 24 in time for the start of Summer Day Camp. Commissioner Allen made a motion to approve Resolution 19-06 awarding a contract to Westside Mechanical of Naperville, Illinois for replacement of nine rooftop heating and air conditioning units at the Annerino Community Center. Traczek seconded. Roll Call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Jim Patula reported:

BGNR department hired Amanda Stilwell as the full time Natural Resources Crew Leader. Amanda has been with the district since 2017. Amanda has vast knowledge and leadership abilities that will help the department.

The district is continuing to replace capital assets at the BRAC. Basketball backboards have been replaced, two that were original to the 1996 building of the complex.

Natural Resources staff are currently eradicating undesirable species from the district’s natural areas such as bush honeysuckle, common and glossy buckthorn. Staff have also been busy pruning trees and shrubs in our parks.

Staff have been busy constructing props for DanceForce’s Winter Production. Patula said we have a talented group of staff that take on new challenges to use their creative side to improve prop construction.

Three projects are currently out to bid: Asphalt Sealcoating Maintenance, Community Park Pathway Replacement and Indoor Pelican Harbor Lap Pool Aggregate Surface. Contractors’ bids are due on March 6. A summary of bids and staff’s recommendations for all three projects will accompany the March Board Report.

Recreation & Facilities – Commissioner Allen reported:

Power Dance and Department Classes resumed on January 7. All classes are starting their choreography for our annual May Concert, Rise and Shine... It's Dancing Time. May Concert will be held on May 18 and 19.

The Excel Musical Theatre Program is preparing for their 1st full length production of "Cinderella and the Substitute Fairy Godmother." This production will be performed on May 19. Tickets will go on sale in April.

The Illusions competed at Addison in January with our Junior Bronze team earning 1st place. The team will head to Joliet on Sunday, March 3 to compete.

Saturday, February 23 is the "We Love Our Customers" – Family Fun Night from 5:30-7:30pm. The event will provide a small gift, a slice of pizza and a beverage.

For the first time, preschool offered a holiday camp January 2-4. The program hosted a total of 23 participants in those 3 days which exceeded expectation.

February 22 is an adult trip to the Chicago Theatre Backstage Tour.

Fitness membership's renewals were well over the target 70% rate coming in at 79%.

Pelican Harbor saw an increase of annual aquatic memberships being renewed over the projected January total.

The Museum had 37 campers enjoy indoor fort building, group games, a hike to Hidden Lakes and Whalon Lake, and fun nature crafts.

Seven groups visited Oaks this month. Homeschool C.H.I.P.S. visited every Tuesday during the month of January students learned about Native Americans.

Commissioner Vastalo commented on how nice the red lights look out in front of the building.

Special Recreation (LCSRA) – Commissioner McCloud reported:

Gina Petkus and Justin Waters presented at the IPRA conference on How to Market Your Programs Through Storytelling. The session was well received by approximately 50 park and recreation professionals from across the state.

The Cruisers program began the year with 31 of 32 spots filled, along with the Monday Add-A-Day program having six participants registered.

Marketing – Commissioner McCloud reported:

The January Google report showed that 15,792 people found Bolingbrook Park District's website through Google alone. The top search query used was *Bolingbrook Park District* followed by *gyms near me*. A total of 1,483 clicked on the google search result link to visit our website. This was a 76% increase from December. A total of 394 people called us directly off of the google search link. This was a 118% increase from December.

Golf Course & Ashbury's – Commissioner McCloud reported:

Ashbury's will be bringing in a new Chef in March. The new Chef has experience in both line operations and events. He has worked with KemperSports in the past and is returning for this opportunity at Boughton Ridge.

Events at Ashbury's; Social Media March, Mardi Gras Specials on Tuesday, February 26 – Fat Tuesday, March 5 and Friday Fish Fry Specials.

UNFINISHED BUSINESS

None

COMMUNICATIONS FROM THE PUBLIC

John Emser from W.B. Olson thanked the Board and staff for their continued confidence and looks forward to moving forward with this project. Mr. Emser said this is the 7th or 8th project they have done with the park district and is very proud to be the district's construction manager once again.

Saud Gazanfer questioned the travel reimbursement for \$410,460.84. Commissioner Hix said it is all the bills for the month including travel expenses. Mr. Gazanfer said the wording was not clear. Commissioner Hix explained the wording was added two years ago to include a disclosure requirement by state statute. If the board has travel expense reimbursements, they are required to be made public.

NEW BUSINESS

None

ANNOUNCEMENTS

Commissioner Traczek announced the Lions Club will have a St. Patrick's Day Dinner and Dance on March 8 at the Levy Center.

Commissioner Traczek said the Lions Club is also involved in Beep Baseball (baseball for the blind). The Lions have been hosting this event for 17 years in Bolingbrook. Teams from all over country participate. The event is June 7, 8 and 9. Traczek encourage everyone to come out and watch.

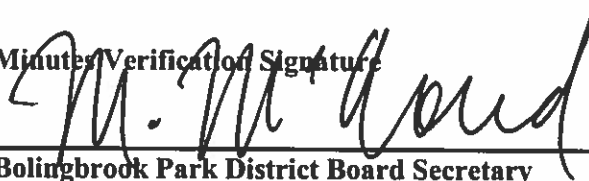
CLOSED SESSION

None

ADJOURNMENT

Motion Commissioner Vastalo, second Commissioner Traczek to adjourn from the regular board meeting at 7:43pm. All in favor "Ayes".

Minutes Verification of Signature



**Bolingbrook Park District Board Secretary
Melissa McCloud**