

BOLINGBROOK PARK DISTRICT
Workshop Meeting Minutes
July 19, 2018

President Hix called the meeting to order at 6:30pm. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix.

Motion Commissioner Vastalo, 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.

Review of District Business

Executive Director Ron Oestreich reviewed the following Resolutions:

- Resolution 18-09 providing for and requiring the submission of the proposition to issue \$14,000,000 general obligation park bonds to the voters of the Bolingbrook Park District, Will County, Illinois, at the general election to be held on the 6th day of November, 2018.
- Resolution 18-10 approving Before and After School program Intergovernmental Agreement between the Valley View School District 365U and the Bolingbrook Park District. Oestreich said this will encompass Wood View School and complimented Chris Corbett, Facility/Athletic Manager and the entire REACH team. Oestreich said Wood View reached out to the district. There could be a potential 6th site on the horizon.

Communication from the Public

None

Old Business

None

New Business

None

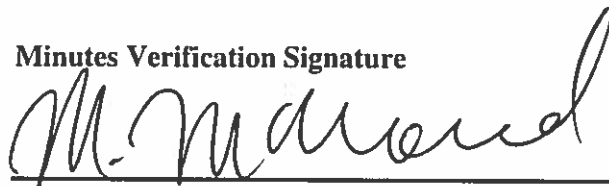
Closed Session

Commissioner Hix made a motion to enter into Closed Session at 6:33pm. pursuant to 5 ILCS 120/2 (c) for the purpose of discussing: (1) The employment, discipline and performance of specific employees, (2) Collective negotiating matters and (11) Pending or probable litigation. Commissioner Vastalo seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Hix made a motion to adjourn from Closed Session at 6:55pm. Commissioner Allen seconded. All in Favor "Ayes".

Commissioner Vastalo made a motion to adjourn from the Workshop Meeting at 6:56pm. 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
July 19, 2018

President Hix called the meeting to order at 7:00pm. Commissioners present at roll call: Vastalo, Traczek, Allen, McCloud, President Hix.

President Hix asked LCSRA Athletics to lead the meeting with the Pledge of Allegiance.

Motion Commissioner Traczek, second Commissioner Vastalo 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:

- ❑ Closed Session Meeting Minutes – May 17, 2018
- ❑ Workshop Meeting Minutes – June 21, 2018
- ❑ Closed Session Meeting Minutes – June 21, 2018
- ❑ Board Meeting Minutes – June 21, 2018

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

Commissioner Hix acknowledged and presented certificates to LCRSA athletes for their outstanding accomplishments and athletic endeavors at the Illinois Special Olympics State Summer Games.

CORRESPONDENCE FROM THE PUBLIC

None

COMMUNICATION FROM THE PUBLIC

Commissioner Hix asked who the two people were sitting in the back row. Sarah (did not provide a last name) and Laurie Marski said they just came to observe the meeting.

Commissioner Hix received a thank you from a resident which was directed to Alice Murray, Horticulturist with the Park District. The resident commented on the wonderful floral planted pots and ground cover in front of the Bolingbrook Recreation and Aquatic Center. Hix also, thanked Ms. Murray and her crew for the beautiful landscaping around all the park district facilities.

Hix also received a thank you for all the adult trips that are being offered through the park district.

ATTORNEY'S REPORT

None

LEADERSHIP TEAM REPORT

Executive Director Ron Oestreich said there were three introductions tonight.

Christy Sorenson, Program/Event Manager introduced Nick Cummings the new Systems Support Specialist. Christy said Nick is a graduate from Joliet West High School and a recent graduate of Joliet

Junior College with an Associate's Degree in computer science. He lives in Joliet. Some fun facts; loves motor cycles, has two dogs and loves to cook.

Chris Piasecki, Facility/Fitness Manager introduced Amanda Prince the new Assistant Aquatic Manager. Chris said Amanda has a biology degree from Illinois College and a nursing degree from Valparaiso. She grew up in Bolingbrook and actually started her aquatic career as a lifeguard at Pelican Harbor in high school. Amanda was a lessons coordinator until December of 2017 and taught in Parkies Babies for a little over 5 years. She resides in Bolingbrook with her husband and two daughters.

Chris Corbett, Facility/Athletic Manager introduced Michelle Barger the summer intern. Michelle is an upcoming graduate of Western Illinois University studying Parks and Recreation. Michelle will be going for her Masters and has a full scholarship. She will be undertaking her internship in various departments of the district.

Oestreich drew the board's attention to an article in the Bolingbrook Bugle featuring Mike Glester, NR, Horticulture, & Turf Manager and a member from IL American Water with the check for the \$4,000 grant the park district recently received.

Oestreich shared with the board an email he received from a resident commending staff member, Amber Schultz, for her outstanding efforts aiding a child who had fainted (heat related) at the Party in the Park on July 13. Amber carried the child to the shaded shelter and provided the child with water as she regained consciousness. She spoke to the child in a calm and soothing manner. The women wrote "the compassion and commanding presence in this person was very impressive." Oestreich said the district sent a thank you to Amber Schultz.

Oestreich also received a nice letter from a resident regarding Wipfler Park. She thanked the district for the Wipfler Park upgrade. She said her grandchildren really enjoy the zip line. She also sent a letter to the Mayor.

TREASURER'S REPORT

Commissioner Allen made a motion to approve disbursements including travel reimbursement in the amount of \$664,103.78, 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 reported:

Commissioner Hix made a motion to approve Resolution 18-09 providing for and requiring the submission of the proposition to issue \$14,000,000 general obligation park bonds to the voters of the Bolingbrook Park District, Will County, Illinois, at the general election to be held on the 6th day of November, 2018. Commissioner Vastalo seconded.

Discussion: Hix stated that Staff and Board have followed a process since 2013 and asked that the recap from the June Board Meeting showing the steps taken and dollar amounts supporting the four major categories be entered into the minutes.

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

Commissioner Hix said the district will be going to referendum for the approval to issue \$14,000,000 in bonds. Hix said whether you vote yes or no your tax bill is going to go down.

Future Planning Process Followed by Staff and Board

2013	<ul style="list-style-type: none"> Refunded / Refinanced existing debt, with a significant drop off in debt service targeted for 2018.
2014	<ul style="list-style-type: none"> BPD conducted and approved short range, medium range, long range strategic plan.
2015	<ul style="list-style-type: none"> BPD conducted and approved long range facility and park improvement plans.
2016	<ul style="list-style-type: none"> BPD conducted comprehensive focus groups and community wide survey. 89%-94% approval rating.
2017	<ul style="list-style-type: none"> BPD conducted capital improvement priority exercise with Board and Staff, with focus on community needs based on feedback. BPD then conducted community input groups to assist in narrowing the priority list, based on needs. (Results were positive and clear direction provided to focus improvements on community driven projects over special interest projects) Board gave direction to staff to work with architect and construction management firms to provide initial design and preliminary pricing
2018	<ul style="list-style-type: none"> Architects provided design and pricing for 4 potential projects targeted at BRAC. (geographic center of town) Of the 4 projects, Board selected renovation / addition to BRAC including (new entrance, dual meeting space, 4 family changing locker rooms, fitness and aquatic locker room renovation, and indoor aquatic entrance renovation. Board also selected renovation of center of Lazy River at Pelican Harbor Board rounded out total project scope to include \$8million in Capital Replacements and \$800,000 in pathway connection. Targeting November 6, 2018 for Referendum - \$14 Million. Targeting July 19, 2018 Board Meeting for Board approval to move ahead with referendum plans.

Capital Asset Replacement	\$8,410,000
Pathway Connection	\$864,000
BRAC Entrance Renovation	\$3,896,800
Lazy River Island Renovation	\$830,000
Total Estimated Referendum	\$14,000,000

Finance and Technology – Commissioner Vastalo reported:

The second quarter report is being prepared and will be delivered to the Board on August 10.

Development of the 2019 Budget is underway. Staff received their annual budget message outlining objectives and deadlines for submittal of their budgets. The 2019 budget is targeted for submittal to the Board on Friday, October 12.

Fifty-two support calls were completed in June.

Buildings, Grounds and Natural Resources – Chris Martner, Director of Buildings, Grounds and Natural Resources read Commissioner Traczek’s report.

Staff has hired 11 seasonal employees, which effectively doubles our part-time work force. This group is has been able to supplement year-round staff quickly and have been integral in the successful completion of park projects ranging from painting curbs to planting trees.

As August approaches, we will be getting less rain and therefore our weeding crews will begin to gain the advantage in that constant battle. The NR crews are working with Turf crews on clearing, mowing, and cleaning up the trails from all of the unbridled spring growth.

All playgrounds that were scheduled for safety surfacing have been addressed. This year we added surfacing to 19 playgrounds throughout the district and schools to meet with the standards set forth by ASTM.

Lily Cache Sport Fields east and west are completed from spring soccer and staff is completing field renovations for the upcoming fall season. Baseball and softball are winding down as well and once those are completed for the spring season, staff will do field repairs on those fields.

The conversion of the Annerino Community Center conference room to HR offices and renovation of two other offices that serve the Systems Support Manager and Graphics Communication Specialist is almost finished. On July 9, staff began moving into the four new offices. As with all projects, there are a few punch list items and additional minor work needed to complete the project. The remaining work will be completed by month's end.

Recreation & Facilities – Commissioner Allen reported:

The Wood View Elementary School PTO extended care program - 'Coyote Club' had requested for the Park District to take over their before & after school care effective 2018-2019 School Year. BPD and School District Administration agreed to extend the current 'Intergovernmental Agreement' at Wood View.

Wood View has agreed to allow for the Park District to take over most assets from the Coyote Club to begin the program in August.

With Staff Recommendation Commissioner Allen made a motion to approve Resolution 18-10 approving Before and After School program Intergovernmental Agreement between the Valley View School District 365U and the Bolingbrook Park District. Commissioner Vastalo seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

The remaining two Visit Your Local Parks dates are: Friday, July 20 at Champions Park and Friday, July 27 at Central Park.

Baby Ninjas has hit an all-time high with 18 participants for the once class offered. The more structured lesson given in this class draws parents in.

DanceForce Master Classes will take place on Saturday, July 21 for all current DanceForce dancers.

The 2018-19 preschool program registered 8 new preschoolers.

Early Childhood classes and camps are running higher than projected and almost in line with last year's enrollment.

Guests enjoyed three trips in June, including a day at the races at Arlington Park racetrack, a serene experience at the Anderson Japanese Gardens, and a BBQ with the Chicago White Sox.

An upcoming trip is an eight-day excursion to Ireland in October of 2019. Registration for this trip will open in August 2018 with an informational meeting scheduled for September 13 where interested participants will learn more about the trip.

Fitness

Silver Sneakers and Prime membership continues to grow with 29 new members this month.

This year's Parkie's event will be held on Saturday, August 25. The 2018 edition of the race will expand on the already popular 5k /10k and add an event for the kids which will be a 100 yard dash.

Aquatics

There were 55 poolside birthday parties with 1,114 partygoers in June.

Group swim lessons has had a few new faces added to the staff roster and they have been doing a fantastic job.

Harbor Heroes has also seen strong numbers at the beginning of the month.

The Pelicans Swim Team started the practice season on June 4 and had their first meet on June 27.

Museum

Nature staff hosted 4 birthday parties this month.

New this summer is the Discovery Club for ages 4-7 years.

Special Recreation (LCSRA) – Commissioner McCloud reported:

Summer camps are reaching the half way mark and inclusion staff have been busy servicing campers and families to ensure a successful, quality summer camp experience. As of July 6, LCSRA has provided inclusion services to 35 campers enrolled in Bolingbrook camps and 12 participants registered for Bolingbrook Park District weekly programs; and 19 campers enrolled in Plainfield camps and 2 participants registered for Plainfield Park District weekly programs.

August 7 - LCSRA Lions Softball Teams vs the Bolingbrook Lions Club Fun Game. Join us at 6:45pm at Wildcat Field to cheer on your favorite Lions.

New in 2018 is LCSRA's Fabulous Friday! Participants enjoy getting together once a week for community outings.

On Friday, July 27 LCSRA will host its annual Country Western Jamboree. Over 150 people representing six SRAs in addition to LCSRA participants are expected to attend this event.

On June 24, two members of the LCSRA tennis team competed at the Regional Unified Tennis Tournament for the first time. The duo came home as gold medalists and advance to the STATE Tennis Tournament in Bloomington in August.

LCSRA will help celebrate the 50th Anniversary of Special Olympics by attending the inaugural Special Olympics Unified Cup at Toyota Park on Friday, July 20.

Marketing – Commissioner McCloud reported:

Early results from changes made to the Parkie's Famous 5K/10K show promise. Registrations for the race are up 89% through July 10 compared to registrations from last year. Promotions for the event will continue to increase to boost registrations.

Golf Course & Ashbury's – Commissioner McCloud reported:

Overall revenue missed June target by 22%. YTD is slightly below target at -3.6%. Overall revenue is also slightly under last year by -2.6%.

June Payroll expense was less than target by 42%, YTD by 36%, and last year by 44%.

It is clear that June was a difficult month in Restaurant and Banquet operations for Ashbury's. The reset in Management with a new GM and a new Executive Chef, along with some stability in the banquet sales area should have a positive effect on revenue generation.

The new team is already discussing menu enhancements for both the restaurant and banquet service areas.

Social Media promotions of specials have also ramped up.

The team will be developing a fresh set of special events for both the Restaurant and Golf Course as the summer progresses and the fall approaches.

UNFINISHED BUSINESS

None

COMMUNICATIONS FROM THE PUBLIC

Ms. Murray a resident and employee of the Park District said under the Fitness report it states 30 participants are registered for Parkie's 5k/10k and under the Marketing Report it states registrations are up 39% from last year. Ms. Murray asked for clarification. Chris Piasecki, Fitness Manager said it was a typo, it should have been 124 registered.

Ms. Murray asked when the public would be made aware of "your" referendum. President Hix said tomorrow via web posting and a press release. Ms. Murray asked if there will be literature available. Hix said the district will be holding public information sessions in the future. Oestreich added that this board approval is step one in the official referendum process.

NEW BUSINESS

None

ANNOUNCEMENTS

Commissioner Hix announced the Bolingbrook Lions Club is hosting a golf outing August 2.

Commissioner Hix welcomed Amanda Prince, Nick Cummings and Michelle Barger, and promised them a challenge.

CLOSED SESSION

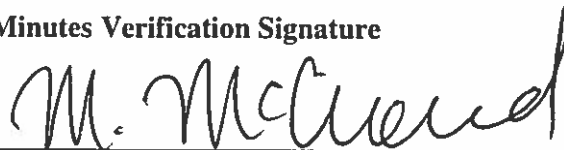
Commissioner Hix made a motion to enter into Closed Session at 7:40pm pursuant to 5 ILCS 120/2 (c) for the purpose of discussing: (1) The employment, discipline and performance of specific employees. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Hix made a motion to adjourn from Closed Session at 7:42pm. Commissioner Vastalo seconded. All in favor "Ayes".

ADJOURNMENT

Commissioner Allen made a motion to adjourn from the regular board meeting at 7:43pm. Commissioner Hix seconded. All in favor, "Ayes".

Minutes Verification Signature



Bolingbrook Park District Board Secretary
Melissa McCloud