

**BOLINGBROOK PARK DISTRICT**  
**Workshop Meeting Minutes**  
**March 15, 2018**

President Hix called the meeting to order at 6:00pm. Commissioners present at roll call: Vastalo, Traczek, Allen, McCloud, President Hix.

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

**Future Planning Presentation**

Executive Director Ron Oestreich introduced the discussion topic.

- A brief overview of the Long Range Facility Master Plan that the presenters, FGM Architects, conducted and presented in 2015.
- This included future plans for facility improvement, based on criteria such as building code, ADA, safety need, and growth expansion.
- Since that time, staff has been collecting data from the community on multiple fronts (Community Wide Survey, several focus and community input groups, and general program evaluations) in an effort to map out future planning initiatives for the District.
- FGM Architects will again be presenting on several potential community driven improvement projects at the Bolingbrook Recreation and Aquatic Complex.

Oestreich introduced John Dzarnowski and Louise Kowalczyk from FGM Architects. They gave a brief overview of four potential projects from the Park District's Long Range Facility Improvement Plan:

- Project 1 – BRAC renovation – expanding the entrance, adding multipurpose rooms, adding family changing rooms (pool), and renovating the existing locker rooms for the fitness center and pool.
- Project 2 – BRAC LifeStyles Fitness Center – build out group exercise rooms and renovating the entire fitness space.
- Project 3 – BRAC – add multipurpose field house with suspended walking track.
- Project 4 – Pelican Harbor – develop the island surrounded by the lazy river. Construct a walkway that will slope up gradually to a bridge to cross over the river to the center island of the lazy river. Construct a picnic pavilion and paved pod areas with shade structures.

Oestreich asked the board to think about the 4 proposed projects. Staff will come back to the board in future months to inquire if they would like to move forward in the next phase of the district's future planning.

**Review of Ordinances, Resolutions, Action Items**

Executive Director Ron Oestreich reviewed the following Ordinance and Resolutions:

- Motion to approve Ordinance 18-01 authorizing a supplemental property tax levy to pay the principal of and interest on outstanding limited bonds of the Bolingbrook Park District, Will County, Illinois.

- Motion to approve Resolution 18-04 awarding a contract in the amount of \$29,650 to Denler, Inc. of Mokena, Illinois for seal coating asphalt pavement.
- Motion to approve Resolution 18-05 approving License Agreement with Margaret Trocki D/B/A Bee Wild Honey for a portion of Hidden Oaks Nature Center property.

The board had no questions or comments.

### **Review of District Business**

- BAC Update – Mike Baiardo, Kai Wahlgren and Ron Oestreich met with the Bolingbrook Athletic Council (BAC) on Tuesday, March 13. Discussion topic involved explanation of park and field scheduling, case law regarding blanket reservation of playing fields, and informing that the BAC agreement will be amended to include hard dates for groups to submit their field requests. Further discussion involved renting fields to outside groups.

### **Communication from the Public**

None

### **Old Business**

None

### **New Business**

None

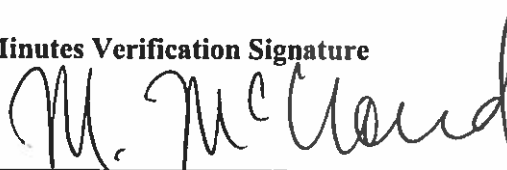
### **Executive Session**

Commissioner Hix made a motion to enter into Closed Session pursuant to 5 ILCS 120/2 (c) for the purpose of discussing: (1) The employment, discipline and performance of specific employees and (2) Collective negotiating matters at 6:30pm. Commissioner Allen 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 6:43pm. Commissioner Vastalo seconded. All in Favor "Ayes".

Commissioner Hix made a motion to adjourn from the Workshop Meeting at 6:45pm. Commissioner Vastalo seconded. All in Favor "Ayes".

**Minutes Verification Signature**



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**Bolingbrook Park District Board Secretary  
Melissa McCloud**

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Board Meeting Minutes**  
**March 15, 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 Mr. Patula to begin 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:

- Workshop Meeting Minutes – February 15, 2018
- Closed Session Meeting Minutes – February 15, 2018
- Board Meeting Minutes – February 15, 2018

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**

Commissioner McCloud received communication from Pioneer School PTO looking for donations for their end of year event called the “Fun Run”. Commissioner McCloud said Executive Director Ron Oestreich donated some Pelican Harbor admission tickets.

**ATTORNEY’S REPORT**

No report

**LEADERSHIP TEAM REPORT**

Executive Director Ron Oestreich reported:

- Bolingbrook Park District held their part-time job fair yesterday. 96 people attended.
- Oestreich congratulated John Chase- Superintendent of Facilities, Cliff Beyer-Buildings Maintenance Manager and Gina Petkus-Therapeutic Recreation Supervisor for completing IPRA’s Leadership Academy. All three graduated on Tuesday.
- Kim Smith-Director of Marketing and Customer Care shared some of the nice things customers wrote on the Happy Heart Circles promoting Healthy Heart Month.

**TREASURER’S REPORT**

Commissioner Allen made a motion to approve disbursements including travel reimbursement in the amount of \$357,616.14, subject to audit. Commissioner Vastalo 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 had no report.

**Finance and Technology** – Commissioner Denise Allen reported:

The restructure model for the 2016 debt refunding anticipated a conservative 1% growth in the DSEB (debt service extension base). In 2018, the DSEB grew again by 2.1% which is well above the 1% anticipated growth. This supplemental levy allows the District to capture additional growth to service our 2016 bonds. Commissioner Allen made a motion to approve Ordinance 18-01 authorizing a supplemental property tax levy to pay the principal of and interest on outstanding limited bonds of the Bolingbrook Park District, Will County, Illinois. Commissioner McCloud seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

**Buildings, Grounds and Natural Resources** – Commissioner Sue Vastalo reported:

The District's asphalt maintenance program includes seal coating asphalt pavement every three years. This year nine acres of pavement will be treated in 11 parks. Five contractors submitted bids for the seal coating project. Denler, Inc. supplied the low bid of \$29,650 which is less than the Superintendent's \$36,240 pre-bid estimate and \$9,350 under budget. Commissioner Vastalo made a motion to approve Resolution 18-04 awarding a contract in the amount of \$29,650 to Denler, Inc. of Mokena, Illinois for seal coating asphalt pavement. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Jim Veenstra is retiring. If you see him, please wish him well.

As per the 2019 budget and work plan, staff will be constructing a warning track on the two fields at Remington Lakes Sports Complex. The fields will be completed by April 3<sup>rd</sup> weather dependent. Commissioner Vastalo asked what a warning track is. Mike Baiardo explained it is 10 feet of rock/dirt that is closest to the fence. It prevents players from hitting the fence.

Scouts from Boy Scout Troop #131 worked in the Knights of Columbus Park on Saturday March 3<sup>rd</sup> collecting almost two dozen bags of refuse that had blown in over the winter months. Commissioner Vastalo thanked the scouts for their assistance in keeping the parks looking nice.

Since all outdoor slides are aging, staff employed a structural engineering company to inspect the steel support structures and concrete stairs and towers. They concluded that there are no immediate hazards and the structures are currently safe.

As reported in December, Central Park's spectator stadium is 25 years old and doesn't comply with ADA and other recent code regulations. New aluminum ramps, decking and railings were purchased in December. This project will be completed in the spring.

Staff is preparing bid documents for two projects which will be publicly bid within the next three weeks. This includes replacing eight rooftop air conditioning units at Annerino Community Center and constructing accessible routes from Hidden Oaks Nature Center to outdoor park features. Bid results and staff recommendations will accompany the April Board Report.

**Recreation & Facilities** – Commissioner Melissa McCloud reported:

The DanceForce May Concert is on May 19 and May 20.

DanceForce made quite the impression at their first regional completion – Kids Artistic Review. They were awarded the ‘Studio of Excellence’ award which is given to one dance studio/company that exudes excellence not only on stage, but also backstage through kindness, sportsmanship, and overall wonderful qualities.

The Illusions Team will host a double session St. Pat’s Meet on March 18 and travel to Lemont on March 24. April 8 they will be in Carol Stream and April 22 at Sectionals in Lemont.

Genesis Myers and Angel Contreras are joining the Storm Competitive Cheer Team as Cassie moves on to focus on her full-time teaching job and Sarah goes off to college.

Lead Ninja Coach, Jonathan Wessel and Manager, Maureen Franzen traveled to Indianapolis on Saturday, February 24 to train with many of the gyms across the nation, who have joined Ninja Zone. They are now NSI certified which allows the District to increase the age of Ninjas from 6-11 years to 6-13 years.

The Block Party Application packets will be available for residents hosting a block party or community service organizations hosting a community wide event beginning April 1. Application packets are available at Village Hall, Annerino, Hidden Oaks and BRAC. The Block Party Package is available for weekends from Memorial Day – Labor Day.

Registration for Spring/Summer leagues are ongoing. Final registration numbers are anticipated for mid to late April. Flag Football is set to begin on Sunday, March 18 depending on weather and the adult softball leagues are set to begin the week of April 8 and April 22.

The preschool lottery was held on February 21 we registered 162 preschoolers which was up 16 preschoolers from last year.

The Little Learners 4 program on Fridays has grown so much that a second session of this class was created which allowed us to enroll 20 children versus 10 for Little Learners 4 on Fridays. Classes were rearranged and moved to other rooms to accommodate this addition.

Week of the Young Child begins Sunday, April 22 with the Family Fun Fair and ends Friday, April 27 with the Family Social and Activity Night. Thank you to AMITA Health for their continued partnership.

**Fitness**

Membership sales came in short of the month’s expectations by 18 memberships. Renewals reached our 70% target which is always encouraging. Cancellations were below expectations at 26 vs. 31. Staff is currently making calls to the 7 and 30 day trial members to convert them to full fitness memberships.

Silver Sneakers and Prime membership continue to show steady growth. We recently recorded our top monthly revenue month equating in over \$5,000 for January visits.

Personal Training fell short of goal, bringing in \$3,550 in sales. LifeStyles has a new personal trainer, who already has 3 clients.

March 1<sup>st</sup> through the 31<sup>st</sup> LifeStyles will be running a Refer a Friend promotion. All active members who refer a new individual to sign up will receive a full zip LifeStyles Jacket!

LifeStyles is teaming up with Hidden Oaks to offer a free walking club this summer. Starting in June, supervisors, managers, and naturalists will be leading walks down our paths at Hidden Oaks Nature Center.

### **Aquatics**

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

Summer memberships went on sale in February. The pass sales matched last year's sales, but fell shy of the projection. Families of four that purchase before April 30 receive a \$100 savings on their summer pass.

There were 39 poolside birthday parties in February, which exceeded projection by 12. More than 800 partygoers came to the facility, which is double the projection. March is trending in the same direction.

Private rentals continue to be a popular option on Saturday and Sunday evenings. There were seven private rentals in February.

### **Museum**

Commissioner McCloud made a motion to approve Resolution 18-05 approving License Agreement with Margaret Trocki d/b/a Bee Wild Honey for a portion of Hidden Oaks Nature Center property. Commissioner Allen seconded the motion. Roll Call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Staff taught two environmental education programs, connecting 16 participants to nature.

Fifty participants from LCSRA Cruisers and The Wild Group visited the center this month.

Hidden Lakes Bait Shop is projected to open on Monday, April 2, 2018.

### **Special Recreation (LCSRA) – Commissioner Traczek reported:**

The Special Olympics Revenue Sharing fundraiser is going strong after two months raising almost \$900 in sales. Tickets are still available at \$5 per ticket for a chance to win \$300, \$150 or \$50. The drawing will be held on May 6 at the Special Olympics Spring Games – winner need not be present.

The Cruisers groups hosted a Valentine's Day dance at Annerino Community Center on February 14. Two other SRA day programs, NEDSRA & SEASPAR, attended with a total of 50 additional participants.

**Marketing** – Commissioner Traczek reported:

The first small magazine format Sneak Peek mailer was delivered the first week in March. This piece is meant to serve as a reminder for spring programs and highlight summer activities including camps and special events. The new format saved \$14,197 over last year's spring brochure. There was an additional savings of over \$6,000 from the 2017 camp mailing. Staff will monitor feedback from customers to determine if this structure will continue.

**Golf Course & Ashbury's** – Commissioner Traczek reported:

Upcoming events:

- St. Patrick's Day – Saturday, March 17
- March Madness – special food and drink specials
- Easter Brunch – Sunday, April 1

**UNFINISHED BUSINESS**

None

**COMMUNICATIONS FROM THE PUBLIC**

Alice Murray a resident of Bolingbrook and an employee of the Park District thanked Jim Patula, Superintendent of Projects and Planning for leading the project to fix the floor drains at the at Buildings and Grounds facility.

Ms. Murray said next Wednesday, March 21 is a negotiating meeting and reminded the board that engaged satisfied employees do not form unions. Ms. Murray added that Jim Patula fixed the drain and staff are looking to the board to fix this. She hopes the board will continue to negotiate a little more aggressively than in the past. It has been four years.

**NEW BUSINESS**

None

**ANNOUNCEMENTS**

Commissioner Hix complimented Justin Waters, Marketing and Communications Manager on the stories he wrote in the Sneak Peek Publication. Hix said they were outstanding and portrayed exceptionally well what the district brings to the community.


**EXECUTIVE SESSION**

None

**ADJOURNMENT**

Motion Commissioner Hix, second Commissioner Traczek to adjourn from the regular board meeting at 7:23pm. All in favor "Ayes".

Minutes Verification Signature



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**Bolingbrook Park District Board Secretary  
Melissa McCloud**