

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

President Hix called the meeting to order at 6:30pm. Roll call: Vastalo, Traczek, Allen, McCloud, President Hix. Absent: None.

Motion Commissioner Hix, 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.

Review of Ordinances, Resolutions, Action Items

Executive Director Ron Oestreich reviewed the following ordinance and resolutions:

- Resolution 19-11 approving and authorizing (1) PMA Financial Network, Inc. and PMA Securities, Inc. to provide investment services and (2) Execution of the declaration of trust establishing the Illinois Public Reserves Investment Management Trust.
- Resolution 19-07 awarding a contract in the amount of \$89,000 to Mid America Pool Renovation of Grandview, MO for replacement of the indoor lap pool quartz exposed aggregate interior finish at Pelican Harbor.
- Resolution 19-08 awarding a contract in the amount of \$24,569 to Professional Paving and Concrete Company, Inc. of Glen Ellyn, Illinois for seal coating asphalt pavement.
- Resolution 19-09 awarding a contract in the amount of \$47,305 to Meyer Paving of Maple Park, Illinois for replacement of asphalt pavement at Community Park. Commissioner Hix asked if this is a replacement or a repair. Oestreich said it is a repair.
- Resolution 19-10 authorizing purchase of a 2019 Kubota Utility RTV-X1100CWL for \$23,390 from Russo Power Equipment of Schiller Park, Illinois. Oestreich said this vehicle is an upgrade from what the district has now and will be more useful.
- Ordinance 19-03 allowing Kids Around the World of Rockford, Illinois to remove equipment no longer necessary, useful to, or in best interest of the Park District at Poplar Park, Remington Park, Jaycees Park and Heritage Park. Oestreich reported 4 out of 5 playgrounds are going to be removed by the company and shipped overseas to third world countries that are in need of playgrounds. Commissioner Vastalo asked if they will send pictures. Oestreich said yes, we will receive updates.
- Resolution 19-12 Intergovernmental Agreement between Valley View School District 365U and the Bolingbrook Park District regarding use of BJ Ward Elementary School's gym and cafeteria space during the summer of 2019 for Camp Alotta Fun.

District Operations and Activities Update

Referendum Implementation Update

- The Referendum Bond Closing took place on February 22, 2019. The District is in receipt of the proceeds. The 2019A Taxable Series bonds have been invested with PMA Financial Network. The 2019B Tax Exempt bonds have been invested with PFM.
- Received the 2018 Levy this week. The savings over the 20 year period is roughly \$400,000 from Eric's original projection. With the savings the district received this week the average home will save between \$41 and \$45, which is even more than the \$39 we projected during the referendum.
- Designs for the five playgrounds are out. Receiving feedback on accessibility. Asked Upland for more design detail on which playgrounds are accessible and what components are accessible. Marketing Team will post information on the website.
- Pelican Harbor Island designs are nearing the point of submittal to the Illinois Department of Public Health. Following the competitive bid process, the park district project team anticipates breaking ground in September and completion in May of 2020.
- Oestreich, Chris Corbett and Jim Patula met with Lucas Rickelman, Matt Eastman and Tom Palowicz from the Village to talk about the pathway connection (pathway connection through Bradford Park, Drafke Park, and the wetland) that will connect to Veterans Parkway. Discussed lights and crossing at Weber and 111th. Also discussed the future pathway plan to connect path with the district's connection at Lily Cache Greenway that ends at 115th, connecting that path all the way into Plainfield.

Debbie Chase, Director of Business and Technology reported she would be presenting to the Board at the April meeting the Access One renewal agreement. Access One is the districts telecommunication vendor. Chase said the district typically renews in June, however if the district renews in April we can capture a \$1,500 a month savings. Commissioner Hix asked if it was a maintenance agreement or a service agreement. Chase said it is a service agreement.

Chris Martner informed the Board about a resident on the west side of town by the Kings Road extension. The resident lives at 1665 Great Plains Way that dead ends into the prairie which is part of the Lily Cache Greenway. The resident is upset that it is prairie land and not turf grass. Martner said in the past he has pruned trees that were in the prairie area. The resident is coming to the meeting tonight to ask the board to provide written proof and legal documents showing the district has authority to keep the area uncut. The resident is afraid when Kings Road goes through that a muffler will spark and start a fire in the prairie area and burn everything. The district maintains this area and it has been burned since he has been there. Martner said the property was like this when he purchased the house.

Chris Martner – reported some of the BAC groups have done a great job putting their requests in writing. Martner said there is a template that can be used and the district should encourage groups to use it as boards change and this information is sometimes not passed along to new board members.

Commissioner Hix said the frustration comes from lack of communication and understanding of what the district expects from the sports groups. Hix talked with two of the groups and they were perceptive in telling the district what their needs are.

Terri Tamer, Superintendent of Human Resources reported they had 118 candidates and parents that attended the Bolingbrook Park District Job Fair last week. A third already applied on the districts website. Tamer added the Marketing Department and Brittany Price in HR did an awesome job of advertising the job fair.

Kai Wahlgren, Superintendent of Recreation turned the floor over to Leslie Smith, Program Dance Manager. Leslie said DanceForce attended the Kids Artistic Revue competition at the Rialto Theatre this past weekend. Leslie said DanceForce did exceptionally well in all categories.

Leslie happily announced:

- 8 dances placed 1st overall and earned enough points to receive Elite Top First Awards. These dances also all received cash prizes and scholarships.
- 11 dances placed in the 2nd-5th place overall and earned enough points to receive Elite Top First and Top First Awards.
- 5 dances placed in the 6th-9th place overall and received enough points to earn Top First Awards.
- 4 dances received specialty judges' choice awards, such as Ladies with an Attitude award, Passionate Performance, Most Entertaining Award, and Beautiful Interpretation Award.
- All DF dancers received an invite to NYC to attend workshops by numerous master teachers and the Radio City Hall Rockettes.
- The Junior Select dance "Uptown Funk" is up for Video of the Week. This is a special award that only goes to 1 dance the entire weekend of competition. It is voted on by the public.
- Dancer Ave Maria was awarded with the IDA People's Choice Award. This award is given out only to the most exclusive dances. The Industry dance Awards and Cancer benefit Show is an annual event that brings the global dance community together in celebration of creativity, industry innovation, and the fight against cancer. This event takes place in Hollywood where dancers, educators, pioneers, and icons are recognized for their outstanding achievements and artistic contributions. This is a star-studded, red carpet event and only a few get awarded this achievement every year. DanceForce is extremely honored to receive this.

Leslie displayed the trophy they received for production. Leslie said while DanceForce won a lot of awards and trophies, they only brought home cash prizes and plaques. The reason DanceForce did this was to donate all the money they received from the trophies to Dancers Against Cancer.

Communication from the Public

Alex Gu a resident residing at 1665 Great Plains Way in Bolingbrook (Bloomfield Village) came to the board meeting to discuss his displeasure with the maintenance in the area to the side of his home (part of the Lily Cache Greenway). Mr. Gu believes that this area has not been maintained as it is very tall and he is afraid that with Kings Road being built that there will be a "spark" from a muffler and set fire to the entire area. Mr. Gu said this could be "very damaging". He would like to see the area "more clean". It is what the people want. Mr. Gu said the area at 119th and Weber and 111th and Weber is maintained by the homeowners and is cleaner.

Commissioner Hix said the District does maintain this area as a natural area with controlled burns and herbicide applications. Mr. Gu said that this should be changed. He is a tax payer and we should raise taxes if we do not have the money to cut this area. Hix said it is not a money issue and the district is maintaining it the way we need to as good stewards of the area. Mr. Gu said he went to the Village to speak with the Mayor, James Boan and Lucas Rickelman and they referred him to the Bolingbrook Park

District. Mr. Gu also requested legal documents showing the district has authority to keep this area uncut. Hix said the board would take his comments under advice, talk with the district's attorney and will get back to him.

Commissioner Vastalo said the district is not concerned about the road because we have other prairie areas in town that back up to homes and there has never been a problem in the past. Mr. Gu asked where? Vastalo said Boughton Road and Janes.

Oestreich said he appreciated Mr. Gu's time and what he said. Mr. Gu thanked the board for their consideration.

Old Business

None

New Business

None

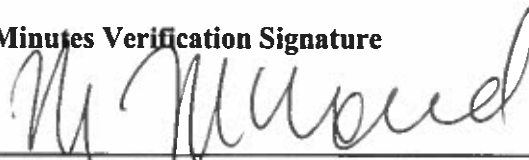
Closed Session

None

Adjournment

Commissioner Hix made a motion to adjourn from the Workshop Meeting at 7:10pm. 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
March 21, 2019

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

President Hix asked Bill Oetzel 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 21, 2019
- Closed Session Meeting Minutes – February 21, 2019
- Board Meeting Minutes – February 21, 2019

Roll Call: Ayes: Vastalo, Traczek, Allen, McCloud. Abstain: President Hix. Nays: None. Absent: None. Motion passed 4/1.

CORRESPONDENCE FROM THE PUBLIC

None

COMMUNICATION FROM THE PUBLIC

None

ATTORNEY'S REPORT

None

LEADERSHIP TEAM REPORT

Executive Director, Ron Oestreich turned the floor over to Beth Benner, Administrative Assistant who introduced Sharon Camp the new Software Assistant. Sharon comes to the district with over 19 years of experience in Parks and Recreation. She is a native of Lemont where she worked for the Lemont Park District and later went on to Palos Heights Parks and Recreation Department.

TREASURER'S REPORT

Commissioner Allen made a motion for approval of Disbursements – approval of payment of bills including travel reimbursement in the amount of \$423,425.06 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 reported:

Commissioner Hix said the five parks being replaced in 2019 are out for final designs, bids are in process and we are on schedule as promised to the community. Expect a June to July build period.

Pelican Harbor will be submitted to the Illinois Department of Health and will keep us on schedule.

Hix said there was a long discussion regarding the Long Range Plan for the bike path. Hix said keep the referendum portion of path on schedule and expand beyond that.

Commissioner Hix honored retiring staff member, Loni Cambuzzi-Brehm by reading her Citation in her absence from the meeting. Loni's contributions to the District were many and she greatly enjoyed her 20+ years as an employee for the District. Commissioner Hix then read Loni's Citation from the Board and Administrative Staff.

Finance and Technology – Commissioner Vastalo reported:

PMA Financial Network has a new investment platform, IPRIME. This platform will provide more reporting options as well as the ability to transfer funds online. The platform is an AAA rated money market fund and will serve as a liquid investment vehicle instead of the Savings Deposit account. The new platform is an enhancement to the current platform and will benefit the District through enhanced yield, added investment options and ease of use with the updated platform.

With staff recommendation Commissioner Vastalo made a motion to approve Resolution 19-11 approving and authorizing (1) PMA Financial Network, Inc. and PMA Securities, Inc. to provide investment services and (2) execution of the Declaration of Trust establishing the Illinois Public Reserves Investment Management Trust. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Tricia Dubiel attended the IGFOA Downstate Conference, acting as IGFOA Executive Board Member.

Debbie Chase and Bill Oetzel attended the cybersecurity event "From a Hacker's Perspective"

Commissioner Hix asked Tricia what she had learned. Tricia said she learned about "Grant Administrative Portal" that the State of Illinois has put together in order to apply and report on grants.

Bill said "no password to safe" the presenter was a certified ethical hacker and showed techniques on how to use social media to find out all about you and then figure out your password. Debbie said they actually used her email and the filter stopped the email in the district's web filter. Both Debbie and Bill said it was eye opening on how much information hackers can obtain.

Commissioner Hix said he thinks it is important when the district sends staff for education and training that they bring back something.

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

Commissioner Allen reported:

The 2019 budget included funds to replace the aggregate surface on Pelican Harbor's Indoor Lap Pool. The low bid of \$89,000 was provided by Mid America Pool Renovations. In 2017, Mid America Pool Renovations completed the indoor Pelican Harbor leisure pool with outstanding results. The work is scheduled to be completed August 13-27 during the indoor pool shutdown. The low bid results in a savings of \$12,000 from budget. With staff recommendation Commissioner Allen made a motion to approve Resolution 19-07 awarding a contract in the amount of \$89,000 to Mid America Pool Renovations of Grandview, Missouri for replacement of the indoor lap pool exposed aggregate interior finish at Pelican Harbor. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

The 2019 work plan included funds to seal coat asphalt pavement in eleven parks. This work includes treating pathways, driveways, parking lots and a sports court. With staff recommendation Commissioner Allen made a motion to approve Resolution 19-08 awarding a contract in the amount of \$24,569 to Professional Paving & Concrete Co. Inc. of Glen Ellyn, Illinois for seal coating of asphalt pavement. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

One of the many capital replacement projects being funded by referendum bonds is the replacement of asphalt path at Community Park. This 22 year old path has 53 damaged areas which will be repaired. On March 7, 2019 five contractors submitted bids. The low bid of \$47,305 was provided by Meyer Paving. With staff recommendation Commissioner Allen made a motion to approve Resolution 19-09 awarding a contract in the amount of \$47,305 to Meyer Paving of Maple Park, Illinois for replacement of asphalt pavement at Community Park. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Kids Around the World (KATA) is a not-for-profit corporation registered in Illinois that removes playgrounds at their expense (as donation by the owner) to send equipment to locations all over the world for children in underprivileged areas. KATA agreed to remove equipment at Poplar Park, Remington Park, Jaycees Park, and Heritage Park. With staff recommendation Commissioner Allen made a motion to approve Ordinance 19-03 allowing Kids Around the World of Rockford, Illinois to remove equipment no longer necessary, useful to, or in best interest of the Park District at Poplar Park, Remington Park, Jaycees Park and Heritage Park. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

The 2019 Capital Asset Replacement Program includes the replacement of a John Deere mower/snow blower. Staff has chosen to replace this unit with one that is more versatile for the needs of the District. Initial projections of the new unit were under the bid limit, so staff chose to request quotes. Two companies submitted quotes for the purchase: Russo at \$23,390 and Burris at \$31,492. The low quote results in a savings of \$5,610 from budget. With staff recommendation Commissioner Allen made a motion to approve Resolution 19-10 authorizing purchase of a 2019 Kubota RTV-X1100CWL in the amount of \$23,390 to Russo Power Equipment of Schiller Park, Illinois. Commissioner Traczek seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Chris Martner reported:

Martner announced Daniel Finn has been hired for the Horticulturist position. Dan comes to the Bolingbrook Park District from Pizzo & Associates. Dan will be introduced next month. He has a Bachelor of Science degree, Certified Burn Manager and an ISA Certified Arborist, and an Illinois Pesticide Operator. Dan lives in Naperville with his wife, Stephanie, and one year old son, Cayden.

Staff have been busy preparing sports fields. This spring season, Bolingbrook High School is using Remington and Bulldog fields for softball and Indian Boundary for Baseball while their fields are being renovated. Staff is checking fencing and playing areas for the start of the season.

The Horticulture and Turf staff has been busy pruning trees throughout the parks and will. Spring clean-up will follow in landscape beds and in 'welcome to the park' sign beds. The Natural Resources Crew has started controlled burns to several park properties.

Staff has started Lily Cache Playground demolition in preparation for the new playground to be installed. Staff is removing all equipment and safety surfacing from the play area. Staff are able to repurpose the safety surfacing to rebuild the shoreline between Lily Cache Creek and our irrigation pond where washout areas have occurred.

The District's continuation of the ADA Park Transition Plan continues in 2019 with improvements at Lily Cache Greenway, Lily Cache Sports Complex East & West Campuses and at Pathways Pond where the fishing pier will be completely removed and replaced. Bids went out to contractors on Monday, March 11. The bid opening will take place on Wednesday, April 3 with Board Recommendation at the April meeting.

Commissioner Vastalo said last month it was reported that there were trees needlessly taken down and the Director of BGNR was not there to give an explanation. Vastalo stated that the comment was made that the trees were removed because the district had money because of the referendum and that we did not follow the proper plan that was established for Emerald Ash Borer. Vastalo disagrees with these statements and would like this to go on record saying so. She then asked Chris Martner to elaborate. Martner reported that 20 Ash trees were removed per the capital asset replacement plan. These particular trees were infected with EAB, with no hope of recovery for these trees. All 20 trees will be replaced with new and healthy trees this spring, per plan.

Recreation & Facilities – Commissioner Allen reported:

April has the Illusions traveling to Carol Stream for a Gymnastics meet and their Sectionals are on the same weekend as Week of the Young Child. Staff will be split into both the Sectionals up in Carol Stream and host a small gym set up, Q & A table and put on performances during the WOYC.

Storm Cheer Leading Teams competed at Xtreme Spirit Premier Series in Crystal Lake on February 24. Our Lil Rain Drops earned 1st place which also got them a bid to Nationals! Black Ice placed 5th and Tsunami placed 6th.

The Block Party Application packets will be available for residents hosting a block party on April 1.

Power Dance and Department Classes are preparing for their annual May Concert, Rise and Shine... It's Dancing Time. Concert will be held on May 18 and 19, 2019. They will also be performing at The Week of the Young Child Event on April 28, 2019.

The preschool lottery had 151 enrollments for the 2018-2019 preschool year.

Bolingbrook Park District and Valley View School District Administration have developed an Intergovernmental Agreement for the use of BJ Ward Elementary School's gym and cafeteria space during the summer of 2019. Camp Alotta Fun used the space in 2018 on an informal agreement and both parties felt it was appropriate to have an official agreement created for 2019. This agreement allows BPD to access the space during camp hours, providing extra indoor activity space to ensure a quality camp experience. The cost for the use of BJ Ward remains the same as 2018 at \$1.80 per unique camper per week.

With staff recommendation Commissioner Allen made a motion to approve Resolution 19-12 an Intergovernmental Agreement between Valley View School District 365U and the Bolingbrook Park District regarding use of BJ Ward Elementary School's gym and cafeteria space during the summer of 2019 for Camp Alotta Fun. Commissioner McCloud seconded. Roll call: Ayes: Vastalo, Traczek, Allen, McCloud, President Hix. Nays: None. Absent: None. Motion passed 5/0.

The next adult trip is March 28 - Mamma Mia!

Fitness membership sales came in short of the month's expectations by 23 memberships.

Pelican Harbor had a good month for renewing annual memberships, exceeding projection by 15.

The Aquatic staff is preparing for Swim like a Mermaid on March 4th.

Special Recreation (LCSRA) – Commissioner McCloud reported:

The LCSRA Sensory Room Capital Campaign will launch on April 1. Follow the story; refer others to support the campaign. Go to www.lcsrasensoryroomcampaign.org.

LCSRA received a \$500 donation from the Bolingbrook Lions Club after the fun LCSRA Lions vs Lions Club basketball game on Tuesday, February 26. These funds are for the sensory room.

Carrie Gascoigne was certified in a mental health first aid course on February 16 through the Grundy County Health Department. This was an 8.5 hour course that covered mental health issues and taught participants how to better handle crisis situations when working with an individual with a mental health diagnosis

Upcoming events:

- April 13 – Day camp registration
- April 28 – Final push to buy or sell raffle tickets for the Special Olympics Revenue Sharing fundraiser for the LCSRA competitive sports program. Support the teams at competitions.
- April 30 – Musical Theatre production
- May 22 – Cruisers Talent Show at 1:00pm at Annerino.

Eleven LCSRA swimmers competed on March 2 at the Special Olympic REGION - E Aquatics Meet at Stagg High School in Palos Heights, Illinois. Eight swimmers earned a gold medal at the event, which qualifies them for the Special Olympics State Summer Games June 7-9 at ISU in Bloomington.

On Saturday, March 16, Matthew Bradley of Joliet, Andre Dagnino and Jordan Simon of Plainfield competed in the Individual Skills at the Special Olympics Illinois State Basketball Tournament at ISU in Bloomington/Normal.

Marketing – Commissioner McCloud reported:

The final designs for the playgrounds to be replaced this summer were released to the public on March 12. These designs were selected by the community through voting online and at the February 19 playground planning follow-up meeting. Plans have begun for community playground days at each of these playgrounds upon completion.

Twelve new information cards are being created to highlight each business unit within the park district. These information cards will be featured in facilities and available for team members to take with them to trade shows, performances, etc. The cards will give an overview of offerings available to community members in an easy to digest format.

Annual reviews were completed for all Customer Care Representatives. A discussion on each individual's strengths as discovered through the Strengths Finder program were incorporated into their review process.

Golf Course & Ashbury's – Commissioner McCloud reported:

Boughton Ridge anticipates being open daily by the end of March. Pro Shop and Ranger staff are being trained. Golf League communications have been sent and opening events are scheduled.

Upcoming Events:

- Spring Fling Gold Outing on Saturday, March 15
- March Madness – food specials
- Friday Fry
- Comedy Night on Saturday, April 13

UNFINISHED BUSINESS

None

COMMUNICATIONS FROM THE PUBLIC

None

NEW BUSINESS

None

ANNOUNCEMENTS

Commissioner Hix welcomed Sharon Camp and promised her a challenge.

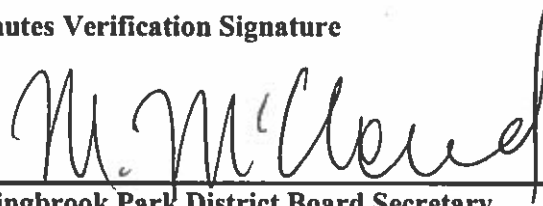
CLOSED SESSION

None

ADJOURNMENT

Motion Commissioner Hix, second Commissioner Traczek to adjourn from the regular board meeting at 7:42pm. 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**