



Minutes
Board of Commissioners Meeting
April 21, 2025, 6:30 P.M.
Johnston Recreation Center

Pledge of Allegiance

The Board, staff, and visitor recited the Pledge of Allegiance.

Call to Order

The Regular Meeting of the Bloomington Park District Board of Commissioners was called to order by President Burke at 6:31 p.m. In attendance were Commissioners Bryen Travis, Jerry Marshall, Gerace Olson, Frank Saverino, and Andre Burke, and staff members Joe Potts, Mark Goode, Chris Tompkins, Mesha Hadzic, Lonna Converso, Jennifer Vale, and Jackie Tithof Steere.

Recognition of Visitors

The Board recognized Sam Menton. Sam was present to inquire about the status of the bond pay off from the successful 2016 referendum, along with information on the security firm handling the bond, the date it was issued, and the financial advice group the steered the District in the direction of the improvements. The director of finance was able to answer some questions on the spot, such as the outstanding bond amount of \$9.1 million and outstanding principal of \$7 million. Sam will put his request in writing. The staff will treat it as a FOIA request and respond fully within five business days. Sam stated he was not upset, just curious.

(Sam left the meeting at 7:42 p.m.)

Consent Agenda

Commissioner Travis moved, seconded by Commissioner Marshall, to establish the Consent Agenda. On roll call vote the motion was approved 5-0.

Aye:	Travis, Marshall, Olson, Saverino, Burke
Nay:	None
Absent:	None

The following Consent Agenda items were considered by the Park District to be routine and were enacted in one motion with no separate discussion.

- A. Approval of Minutes – March 17, 2025
- B. Acceptance of Financial Reports – March 2025
- C. Approval of Directive to Pay – April 21, 2025

The Board approved the Consent Agenda of the April 21, 2025, meeting as presented. On voice vote the motion was approved 5-0.

Old Business

Project Updates: Sunnyside, Indian Lakes Parks

Staff updated the Board on the District's progress on Sunnyside and Indian Lakes Parks. Things at Indian Lakes Park were said to be moving along smoothly, with the poured-in-place rubber to be installed next and the playground to be completed in two days. President Burke said the neighborhood feedback has been very positive and commended staff and contractors on their excellent work.

At Sunnyside Park, there were surprises in the subsurface conditions, and the District is negotiating with E. Hoffman on improvements to it. A discussion was held on the history of the substrate for the tennis courts. It was determined that the substrate pre-1978, when the tennis courts were built, was sufficient for the time but is inadequate now. The Board expressed concerns over the total potential cost of substrate for the courts.

New Business

2024 Festival of Lights Report

Staff distributed to the Board an update to the Festival of Lights budget, which appeared to have shifted within the Board Packet. The FOL event was well attended, and the recreation team did a great job with both free and paid programming. A breakdown of revenues and expenses were presented. Sponsorship dollars procured by the Marketing Department and contributions from the Village of Bloomingdale were discussed. The Board believed the staff's recommendations for next year like adding more meet and greets look reasonable. It was noted that the Village was responsible for the \$60,000 drone show and that they received donations to help cover the cost.

FY 2025-26 Budget Draft Discussion

Staff presented the budget draft for FY 2025-26 to the Board during the meeting and provided a paper binder and electronic copy in advance. Beginning by recapping the current FY 2024-25, staff noted that revenues continue to be mostly reliant on annual tax receipts followed by program revenues and bond proceeds. Projected expenses are better than expected. Salary and wages are the biggest drivers along with insurance and benefits. Vacant positions were filled at lower rates. The Department of Labor minimum salary increase for exempt positions has been halted but was in the budget. The District continues to budget for HMO family insurance coverage, the most expensive scenario, and four ACA-eligible employees. Although the BPD budgeted for a net loss of \$720,264, a net income of \$136,443 is expected. The staff is good at watching expenses. Staff confirmed the state minimum wage increases have ended this year.

For '25-'26, the staff budgeted for total revenues of \$9,224,061 and total expenses of \$9,776,371. There is a normal ebb and flow of expenses, none of it shocking. Full-time salary adjustments were made using an HR model to get them to the median salary range, and once again, funds to meet the DOL exempt salary minimum have been included. An intern is currently filling a vacant position in the Marketing Department. A part-time HR assistant position may possibly be added.

The Corp Fund included the largest expense – salaries, which includes funds for bonuses and increases. The Rec Fund highlighted budgeted revenues for Kids' Place, Kindergarten Kids' Place, Preschool, Summer Camp, Youth Sports, and Gymnastics. The District foresees losing some revenues from KKP due to the school districts' upcoming full-day kindergarten requirement, but expenses will drop, too. Staffing could also be affected.

Other Fund highlights included \$830,000 of bond proceeds to capital, a current IMRF employer rate of 7.97%, \$55,000 budgeted for ADA-related capital project costs, capital expenditures shy of \$1.2 million in projects, operational transfers from Corp and Rec, and capital project funding of \$1,238,720 through grants, Western DuPage Special Recreation Association funds, and bond proceeds.

Staff covered additional details such as a reserve balance (excluding capital projects) that is at a wise surplus level, 10-year capital project fund balance projections, and a budget synopsis. The Board inquired about the ideal funding split between property taxes and program fees and if programs deemed for the common good operate at a loss. Staff will investigate ratios from previous years. Staff will seek approval of the final budget with any changes at the next Board Meeting.

Approval of Change Order #1 for Sunnyside Park Project, Credit of \$3,660

The Board was informed of a \$3,660 credit due to the BPD from asphalt court work done on the Sunnyside Park project.

Commissioner Marshall moved, seconded by Commissioner Saverino, to approve Change Order #1 for the Sunnyside Park project for a credit of \$3,660. On roll call vote the motion was approved 5-0.

Aye: Marshall, Saverino, Olson, Travis, Burke
Nay: None
Absent: None

Approval of Change Order #2 for Sunnyside Park Project, Bond Fee for \$4,664

The Board was notified of the additional cost to purchase a payment and performance bond for the Sunnyside Park project, which is typically done beforehand.

Commissioner Travis moved, seconded by Commissioner Olson, to approve Change Order #2 for the Sunnyside Park project for a bond fee of \$4,664. On roll call vote the motion was approved 5-0.

Aye: Travis, Olson, Marshall, Saverino, Burke
Nay: None
Absent: None

Approval of Change Order #3 for Sunnyside Park Project, Subgrade Material Not to Exceed \$15,000

Based upon the staff's previous explanation of the subgrade situation at Sunnyside Park, the Board agreed to fund the undercutting of an area that is composed of dirt and areas surrounding the drainage trench.

Commissioner Saverino moved, seconded by Commissioner Marshall, to approve Change Order #3 for the Sunnyside Park project for subgrade material for an amount not to exceed \$15,000. On roll call vote the motion was approved 5-0.

Aye: Saverino, Marshall, Olson, Travis, Burke
Nay: None
Absent: None

Other Items to be Brought Before the Board

Cancellation of June 2, 2025, Board Meeting

The Board and staff discussed the potential cancellation of the June 2, 2025, Board Meeting. It was determined that there was no business to conduct on that date, and the staff was directed to cancel the meeting.

Staff Reports

Executive Director Joe Potts detailed President Burke's and his discussion with the Mayor and Village manager on the Grove at Bloomingdale Commons, the Stratford Mall replacement project. Although, the BPD has been in and out of conversations on partnership levels, the Village confirmed it is open to working together. Highlights of the meeting included a walk-through of the current status, an appreciation of the Park District's ability to program events, a desire for a good amount of foot traffic, an understanding that a new space will not replace Old Town Park and the movies and concerts held there, and how the Park District can help fill a lack of park space in that part of town.

The Board and staff also discussed a successful trunk egg hunt that was attended by an estimated 180 kids. Because the event services children in the area who are quiet or have special needs, the Board believes it is an important event, and parents seem to appreciate it.

Executive Session

At 7:48 p.m., Commissioner Marshall moved, seconded by Commissioner Olson, to enter into Executive Session to conduct the semi-annual review of Executive Session minutes and tapes (5 ILCS, Par. 120/2.06 – Written and Recorded Minutes) and (5 ILCS, Par. 120/2(c)(21) – Closed Session Minutes Review). On roll call vote the motion was approved 5-0.

Aye: Marshall, Olson, Travis, Saverino, Burke
Nay: None
Absent: None

Staff members not attending Executive Session were dismissed.

Rise from Executive Session, Re-Enter Regular Session

Commissioner Saverino moved, seconded by Commissioner Olson, to rise from Executive Session and re-enter Regular Session at 7:56 p.m. On roll call vote the motion was approved 5-0.

Aye: Saverino, Olson, Travis, Marshall, Burke
Nay: None
Absent: None

Regular Meeting, Resumed

The Regular Meeting of the Bloomingdale Park District Board of Commissioners was called back into session by President Burke at 7:56 p.m.

Roll Call

In attendance were Commissioners Bryen Travis, Jerry Marshall, Gerace Olson, Frank Saverino, and Andre Burke, along with staff member Jackie Tithof Steere and Executive Director Potts.

New Business, Continued

Approval of Resolution No. 2025-03: Closed Session Minutes/Tapes

During Executive Session, the Board reviewed 23 sets of Executive Session minutes and tapes. The Board agreed to approve and release new minutes from October 21, 2024, and March 17, 2025; destroy the tape of the May 15, 2023, meeting, which was held for the required 18-month period; and release previously sealed minutes from July 22, 2013; April 19, 2021; and May 20, 2024. Minutes will remain sealed from April 14, 1986; July 14, 1986; August 4-7, 1987; January 20, 1992; January 19, 1998; May 20, 2019; February 15, 2021; May 17, 2021; September 20, 2021; October 18, 2021; May 16, 2022; August 15, 2022; January 23, 2023; and March 18, 2024.

Commissioner Saverino moved, seconded by Commissioner Marshall, to accept staff recommendations and approve Resolution No. 2025-03: A Resolution Authorizing Release of Certain Closed Session Minutes and Tapes. On roll call vote the motion was approved 5-0.

Aye: Saverino, Marshall, Olson, Travis, Burke
Nay: None
Absent: None

Adjournment

Commissioner Olson moved, seconded by Commissioner Travis, to adjourn the meeting at 7:58 p.m. On roll call vote the motion was approved 5-0.

Aye: Olson, Travis, Saverino, Marshall, Burke
Nay: None
Absent: None

Respectfully submitted,


Joe Potts
Board Secretary