

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Agenda
July 16, 2020
6:30 PM

NOTICE. MEETING MODIFICATION DUE TO COVID-19

“Pursuant to the Governor’s Executive Orders, the Governor has made a disaster declaration in response to COVID-19. In accordance with 5 ILCS 120/7(e), the head of the public body has determined that an in-person meeting of all of the individual Board members under the Open Meetings Act is not practical or prudent. At least one board member will attend in person. Members of the public may continue to attend the meeting in-person or virtually. Public comment may be emailed to Executive Director Ron Oestreich roestreich@bolingbrookparks.org at least two hours prior to the scheduled meeting. Said email will be read by a representative of the Board at said meeting or otherwise placed into the record.

Public (Zoom Meeting) Participation directions and link are located below

1. Call to order
2. Roll call
3. Approval of Agenda
4. District Operations and Activities Update
6. Comments from the Public
7. New Business
8. Closed Session 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.
 - (5) The purchase or lease of real property.
 - (6) The setting of a price for sale or lease of property.
 - (11) Pending or probable litigation.
 - (21) Approval or semi-annual review of closed meeting minutes.
9. Motion to adjourn

Public Participation Instructions for Workshop Session:

- Computer access: Join the Zoom meeting:
<https://zoom.us/j/96832796126?pwd=ZjNCYXA4SXVhNlZlTUx6eXVaQzJHUT09>
Meeting ID: 968 3279 6126
- Telephone access: Audio participation for Chicago Region: (312) 626 6799
Meeting ID: 968 3279 6126
- **Please be sure to use your legal name.** Any use of inappropriate names may result in ejection from the meeting. Plan to join the meeting at least 5 minutes prior to start of meeting.
- **Items for Public Comment may also be emailed to roestreich@bolingbrookparks.org by 4:30pm on 7/16/2020 to be read at the meeting.**

BOLINGBROOK PARK DISTRICT
Annerino Community Center - Board Room
Board Meeting Agenda
July 16, 2020
7:00 PM

NOTICE. MEETING MODIFICATION DUE TO COVID-19

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Public (Zoom Meeting) Participation directions and link are located on page 3 of Agenda

- Call to Order
- Roll Call
- Pledge of Allegiance
- Approval of Agenda
- Approval of:
 - A. Workshop Meeting Minutes – June 18, 2020
 - B. Board Meeting Minutes – June 18, 2020
- Leadership Team Report
- 10. Treasurer’s Report
 - A. Approval of Disbursements – approval of payment of bills including travel reimbursement in the amount of \$1,265,233.76, subject to audit.
- 11. Committee Reports
 - A. Administration and Personnel – **President Vastalo**
 - *Motion to approve Resolution 20-23 authorizing the transfer of certain park district vehicles to the Northern Will County Special Recreation Association.*
 - B. Finance and Technology – **Commissioner McCloud**
 - *Motion to approve Resolution 20-25 approving Requisition #REQ0002449 in the amount of \$30,109.49 for Phone System Upgrade through Mindsight, Inc.*
 - C. Buildings, Grounds, and Natural Resources – **Commissioner Allen**
 - *Motion to approve Resolution 20-24 awarding a contract to Berglund Company of Chicago, IL for Exterior Concrete Block Maintenance at ACC and BRAC.*
 - D. Recreation and Facilities – **Commissioner Hix**
 - Recreation Division: (Dance, Gymnastics, REACH, Athletes, Events)
 - Facilities Division: (Pre School/Day Camp, Adults, Fitness, Aquatics, Museum)

- E. Marketing – Commissioner Andrews
 - F. NWCSRA - Commissioner Andrews
 - G. Golf Course and Ashbury’s – Commissioner Andrews
- 12. Unfinished Business
 - 13. Comments from the Public (see below for public participation instructions)
 - 14. New Business
 - 15. Announcements
 - 16. Closed Session 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.
 - (5) The purchase or lease of real property.
 - (6) The setting of a price for sale or lease of property.
 - (11) Pending or probable litigation.
 - (21) Approval or semi-annual review of closed meeting minutes.
 - 17. Adjournment

Public Participation Instructions for Monthly Board Meeting:

- Computer access: Join the Zoom meeting:
<https://zoom.us/j/91007975522?pwd=QkZPWno2N3ZhVXh2eHhvTXlrTnNUdz09>
- Meeting ID: 910 0797 5522
- Telephone access: Audio participation for Chicago Region: (312) 626 6799
Meeting ID: 910 0797 5522
- **Please be sure to use your legal name.** Any use of inappropriate names may result in ejection from the meeting. Plan to join the meeting at least 5 minutes prior to start of meeting.
- **Items for Public Comment may also be emailed to roestreich@bolingbrookparks.org by 4:30pm on 7/16/2020 to be read at the meeting.**

Citizens’ Guide to Addressing the Park Board:

Anyone wishing to speak under the agenda item entitled “Comments from the Public” shall adhere to the following guidelines:

1. A person shall be permitted to speak upon being recognized by the chairperson. Please stand (if possible), announce your name and address before commencing. All comments under COMMENTS FROM THE PUBLIC are limited three (3) minutes, and each person shall only be permitted to speak once.
2. All speakers shall address their comments to the chairperson. The chairperson may request that the appropriate member of the Park Board or staff respond to the comment.

3. The chairperson shall preserve order and decorum. The chairperson shall decide all questions of order.
4. When addressing the Park Board, members, administrative officers and other persons permitted to speak shall confine their remarks to the matter at hand and avoid personal remarks, the impugning of motives, and merely contentious statements. If any person indulges in such remarks or otherwise engages in conduct injurious to the harmony of the Park Board and the meeting, the chairperson may immediately terminate the opportunity to speak. This decision is at the discretion of the chairperson or upon the affirmative vote of two-thirds ($\frac{2}{3}$) of the park board commissioners present. Any person, except a member of the Board, who engages in disorderly conduct during a meeting, may be ejected from the meeting upon motion passed by a majority of the Board present.
5. Please do not repeat comments that have already been made by others.

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Minutes
June 18, 2020

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

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

Presentation of the 2020 CAFR

Tricia Dubiel, Superintendent of Business and Finance reviewed the Comprehensive Annual Financial Report for 2019. Dubiel said this is the first year her team completed field work, working remotely from home. It was different and challenging. Her team adapted and completed the work successfully.

Dubiel asked the board to make two motions, the first is to acknowledge receipt and acceptance of Certification from Disclosure Officer and the second is to accept the Comprehensive Annual Financial Report Year Ended December 31, 2019. The certificate formerly documents her opinion as Disclosure Officer for the District. Dubiel asked the board if they found any information in the report to be misleading or incorrect. Commissioner Andrews, McCloud, Hix, Allen, President Vastalo answered “no”.

Dubiel talked about how the 2019 activity impacted the district’s fund balances. Dubiel reviewed the Statement of Revenue, Expenditures and changes in the Fund Balances.

Dubiel introduced Dan Berg from Sikich. Mr. Berg has over 33 years of experience in public accounting and has participated in more than 900 audits from municipalities and other governmental units. Dubiel said it has been a pleasure working with Dan Berg.

Dan Berg gave a quick overview of how the audit went.

Mr. Berg thanked staff for their responsiveness in turning in all the documents very quickly.

The Board had no questions.

UNFINISHED BUSINESS

None

COMMENTS FROM THE PUBLIC

David Ellsworth, a resident of Bolingbrook, asked the Board for permission to have a volunteer group, that he arranged, to clean Lake #1 at Hidden Lakes.

Executive Director Ron Oestreich said Mr. Ellsworth, a resident of Bolingbrook is requesting permission to have a group of volunteers to clean Lake #1 of weeds and debris and surrounding area. The goal is to improve Lake #1 so kids can have a lake to fish in without having to remove weeds at every cast.

NEW BUSINESS

None

CLOSED SESSION

None

ADJOURNMENT

Commissioner Vastalo made a motion to adjourn from the Workshop Meeting at 6:45pm. Commissioner Andrews seconded. Roll call: Ayes: Andrews, McCloud, Hix, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Minutes Verification Signature

**Bolingbrook Park District Board Secretary
Denise Allen**

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
June 18, 2020

Commissioner Vastalo called the meeting to order at 6:45pm. Roll call: Andrews, McCloud, Hix, Allen, President Vastalo.

President Vastalo began the meeting with the Pledge of Allegiance.

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

Motion Commissioner Vastalo second Commissioner Allen to approve the following meetings:

Board Meeting Minutes of May 21, 2020

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

TREASURER’S REPORT

Commissioner Hix made a motion for the payment of bills including travel reimbursement in the amount of \$1,257,029.63 subject to audit. Commissioner Allen seconded. Roll call: Ayes: Andrews, McCloud, Hix, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

LEADERSHIP TEAM REPORT

Executive Director Ron Oestreich reviewed the following items for action:

Approve Ordinance 20-02 annexing certain territory to the Bolingbrook Park District, Pulte Homes - Liberty Green Complex.

Approve Ordinance 20-03 update of Section 19, Bolingbrook Park District Operations Manual pertaining to limited alcoholic beverage consumption in limited circumstances and also lightning detection system.

Motion to accept the Comprehensive Annual Financial Report Year Ended December 31, 2019.

Motion to acknowledge receipt and acceptance of Certification from Disclosure Officer confirming that the 2019 Comprehensive Annual Financial Report is complete and accurate in all material respects and the EMMA disclosure will be filed in a timely manner.

Mike Baiardo said the Administration team, Operations team and Recreation/Facilities team and staff would like to thank the Bolingbrook Park District Board of Commissioners for their leadership and support through these tuff times.

COMMITTEE REPORTS

Administration and Personnel – Commissioner Vastalo reported:

With staff recommendation President Vastalo made a motion to approve Ordinance 20-02 annexing certain territory to the Bolingbrook Park District, Pulte Homes - Liberty Green Complex. Commissioner Allen seconded. Roll call: Ayes: Andrews, McCloud, Hix, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

With staff recommendation President Vastalo made a motion to approve Ordinance 20-03 update of Section 19, Bolingbrook Park District Operations Manual pertaining to limited alcoholic beverage consumption in limited circumstances and also lightning detection system. Commissioner McCloud seconded. Roll call: Ayes: Andrews, McCloud, Hix, Allen, President Vastalo. Nays: None. Absent: None. Motioned passed 5/0.

Finance and Technology – Commissioner McCloud reported:

Commissioner McCloud made a motion to accept the Comprehensive Annual Financial Report Year Ended December 31, 2019. Commissioner Allen seconded. Roll call: Ayes: McCloud, Andrews, Hix, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Commissioner McCloud made a motion to acknowledge receipt and acceptance of Certification from Disclosure Officer confirming that the 2019 Comprehensive Annual Financial Report is complete and accurate in all material respects and the EMMA disclosure will be filed in a timely manner.

Commissioner Andrews seconded. Roll call: Ayes: Andrews, McCloud, Hix, Allen, President Vastalo. Nays: None. Absent: None. Motion passes 5/0.

Special Recreation (LCSRA) – Commissioner Andrews reported:

This is the final report for LCSRA as a program and operational business unit of Bolingbrook Park District. Staff will transition to Northern Will County Special Recreation Association beginning on July 1, 2020. The Board and Staff of Bolingbrook Park District have been honored to work alongside the amazing and talented LCSRA team and wonderful and fun participants.

The Merge with NWCSRA allows for our special recreation programming and services to grow in ways that will benefit our participants and their families.

We will miss Jill, Gina, and Carrie (and Sherrie – now working for Illinois Special Olympics) as part of our BPD family. NWCSRA is getting the best of the best.

Staff are scheduled to move offices, equipment and supplies by June 19 to the NWCSRA offices. Starting the week of June 22, as BPD day camp starts, staff will be officially moved to their new offices at NWCSRA.

There are a handful of inclusion requests from the new NWCSRA member agencies. One request from the Bolingbrook Park District for Day Camp. The other members are also Day Camp participant needs.

Commissioner Hix said this is both a happy day and bittersweet day. A lot of good things happened over the course of the years. There has been a lot of change, and growth and an increase in participation. Hix said he is sure it will continue on. He said he is happy to see the merge occur.

Commissioner Andrews thanked Executive Director Ron Oestreich for all that he does for the residents of Bolingbrook and for his staff. Andrews thanked staff and said she appreciates all their diligence and professionalism, and how they are handling the new norm.

COMMENTS FROM THE PUBLIC

Executive Director Ron Oestreich received an email from a resident, Robert Widuch on June 17. Oestreich proceeded to read the email

My name is Robert Widuch. I am a local resident of Bolingbrook since 1978. I have seen the growth of Bolingbrook and the expansion of the park district. The district has created a great variety of things to do in Bolingbrook. Thank you for the hard work and long-term planning to give the community our current resources. My concern today is the quality and experience at Hidden Lakes. When the property was purchased years ago by Bolingbrook it was in disarray. Over time Bolingbrook has spent time and money on improvements to the park. This park is one of our hidden gems in the area. Over the last several years I have seen a gradual lack of effort to improve the ponds. These ponds used to offer a quality fishing experience to our residents. Now we are met with silt in the ponds, aelge ealege and invasive weeds that fill the ponds. Trash is found on the grounds and the handicap fishing docks are rotting. The American flag was left out over night without regard. What happened? Does the park district board have any long-term plans for Hidden Lakes improvements? If so, what are they, when will they begin? Do the funds from Hidden Lakes fishing licenses pay for improvements or is there a budget associated with maintaining and improving the park. Will the park district bring in a professional to check the water and check invasive species to offer guidance? I am a concerned citizen who hesitates suggesting non-residents to use the park. The park conditions are becoming embarrassing. Thank you for your time and look forward to hearing from you regarding any future plans.

Oestreich informed the board that he responded to Mr. Widuch's requesting via email today with the districts Hidden Lakes Long Range Plan. We have had subsequent conversations after.

Oestreich said he received an email this afternoon from a resident David Ellsworth at 3:43pm. His request was that I shared his email to the board this evening. He is asking if the board has a digital spreadsheet of permit holders and the fees charged for 2019 and 2020. Oestreich said he would be sending a response to Mr. Ellsworth within the 5 business days per FOIA requirements.

Commissioner Hix received feedback from one of his neighbors. Very appreciative of the park district trying to keep people involved and active while we endure the pandemic. They thought the effort was sterling and very much appreciative of what the district is trying to accomplish. Commissioner Hix thanked the staff for accomplishing this.

President Vastalo addressed Mr. Ellsworth and all. Vastalo read the following:

Mr. Ellsworth and all,

I am going to review all of the maintenance and upkeep conducted at Hidden Lakes Trout Farm over the last year, what we yet have planned for this year, and what we have planned for Hidden Lakes in our future regarding upkeep and events.

Bolingbrook Park District Board, Administration, and Staff are committed to our Mission. Hidden Lakes Trout Farm is one of many business units within our District and one that we all very much enjoy.

In 2019 we completed the following facility / park upgrades

- *Repaired the canoe launches at both Hidden Lakes and Royce Road*
- *Repaired – rebuilt the peninsula on pond 3*
- *Shoreline restoration of pond 3 – west side*
- *Pruning of trees/shrubs*
- *Restoration of pump house area (herbicide applied, removal of invasive species)*
- *Provided a larger water tank for Bait Shop*
- *Treated ponds for aquatic algae*
- *More clearing completed along trail (wooded area) heading west from Hidden Lakes*
- *Dollars spent on Hidden Lakes improvements in 2019. \$10,000 (including materials and labor)*

Regarding the Hidden Lakes Plan for 2020. *I want to remind everyone that Bolingbrook Park District, along with many other units of local government and business have felt the effects of the COVID-19 Pandemic. A little more than 50% of the District's annual revenue comes from property taxes. The remainder comes from programs and*

services. Due to Governor Pritzker's COVID-19 Executive Orders, most of these programs and services have been closed since March 16. This has resulted in millions of dollars in revenue either refunded or lost. The District has implemented more than \$2 million in cost reductions in order to keep some programs and services operational. In fact, all of the part time staff district wide have been on furlough since the beginning of April. The district is also on a full-time staff hiring freeze. What does this mean for Hidden Lakes? There are only 25 full time Buildings, Grounds, and Natural Resources staff to maintain 50 properties, 1,100 acres, and all facilities. Our Recreation Managers are operating Hidden Lakes Bait shop with the help of one part time employee. Despite all of that, we continue to be committed to the maintenance and upkeep of Hidden Lakes and the DuPage River Greenway.

In 2020 we will be completing the following:

- Plantings Maintenance (trimming, lifting, and removal change to: pruning back foliage and invasive species removal) along all trails connecting to Hidden Lakes.
- Monthly Mowing and cutback of vegetation impeding upon trail (DRG)
- Poison Ivy control near DRG trail.
- Hidden Lakes turf to native vegetation conversions.
- Begin work on the 2020 IL American Water Grant. Hidden Lakes Pond 4 area and adjacent DuPage River terrestrial shoreline.
- General Landscaping e.g. Hidden Lakes (pump house bed), Hidden Oaks- Rain water Garden, community gardens, and general grounds.
- Sealcoating of the pathways
- Hidden Lakes Pond Maintenance
 - Aquatic treatments were scheduled to begin June 17. We will not be treating during this current hot spell. Favorable temperatures are forecasted for the week of June 22nd.
 - ¼ of each pond will be treated at a time. The duration between applications will be based off of aquacide label recommendations.
 - Precautions will be taken to avoid rapid drop of pond dissolved oxygen levels due to dying vegetation.
 - Projected Dollars spent on Hidden Lakes improvements in 2020. \$25,000 (including materials, labor, and sealcoating expense)
- We are committed to bringing a new source of water to Hidden Lakes. Currently the lakes are filled through water discharge from the Quarry. This has been in place since before Bolingbrook Park District owned the property. Early in the spring we worked with DuPage Well and Septic to study the two wells. They may not be adequate enough to fill the ponds consistently. Staff is meeting with representatives from Engineering Resource Associates who will do a study on the lakes to see what it will take to increase the flow of water in hopes of abandoning the fill pipe from the quarry.
- The Village of Bolingbrook is also working with Illinois American Water to bring in Village water to the Trout Farm property.
- We continue to be committed to the \$75,000 we allocated for water issues at Hidden Lakes Trout Farm, even with a Pandemic and cost reductions in place.
- 2020 Programming at Hidden Lakes was planned. We were committed to multiple fishing derbies this summer. Many of them have unfortunately been cancelled due to gathering restrictions from Governor Pritzker's Executive Order.

Our promoted Fishing Derby Dates were

DATE	TIME
Saturday, April 18, 2020 <i>cancelled</i>	12-3pm
Saturday, May 16, 2020 <i>cancelled</i>	3-6pm
Saturday, June 13, 2020 <i>cancelled</i>	3-6pm
Saturday, September 19, 2020	3-6pm

- We are hopeful that we can move into Phase 4 in July, which will open up more programming options.
- As part of Unplug Illinois (a state-wide outdoor commitment to Recreation), Hidden Lakes will be offering FREE fishing to **Everyone** on Saturday, July 11 from **8:00 am to 6:00 pm**. We have not offered free fishing all day in many years. We believe this will expose Hidden Lakes to many new families. Fishing pole rental will be available for \$7 and live bait will be available for sale.

- *We are also doing an innovative and fun Adult Night Catfish Derby on August 15 from 6:00 pm to 10:00 pm. A portion of the stocking for this event was generously donated by David Ellsworth and I believe Mayor Claar during a Facebook fundraiser. We have secured Bass Pro as a prize sponsor.*
- *Lastly, we will be doing a traditional Catfish derby on September 19 from 3:00 pm to 6:00 pm.*

Despite the negative opinions shared about the Board and Administrations on our commitment to Hidden Lakes Trout Farm, we want to bring people to this facility

Looking ahead to 2021

- *We have a continued commitment to treating the ponds and controlling the surrounding vegetation.*
- *We have submitted an application for a Museum Grant through the Illinois Department of Natural Resources for a complete tear down and re-build of the Bait Shop, complete with a pavilion and flush toilets. It would be great to get this grant, however if we are unsuccessful, BPD has committed more than \$250,000 for this project.*

In summary, Bolingbrook Park District Board and Administration have committed more funds to this operation than any other single park or facility in the District. We also follow plans and do not just haphazardly throw resources to projects when residents complain.

*Has the staff accidentally left the American flag out over night? Yes. We apologize for that.
Is there garbage blowing around at times? Again – Yes. We apologize that we cannot get to all of the blowing garbage all the time.*

If the maintenance of Hidden Lakes is in question this year – we are doing our best to keep ALL 50 properties maintained. What we ask for is your patience. Our plan was built on timing and resources. Unfortunately, the Pandemic has affected both.

Spreading un-warranted and un-deserving criticism across social media, when you don't know the full operation of Bolingbrook Park District is unfortunate and not fair. Mr. Ellsworth, we have shared these plans with you specifically on multiple occasions in meetings or via email. We are respectfully requesting you to be supportive of our efforts in this very trying time.

Commissioner Hix requested Vastalo's notes be included in this month's meeting.

Commissioner Hix referred the request for volunteer clean up of Lake #1 to staff for review. Hix reminded staff the district has a volunteer policy in place and make sure we adhere to that.

NEW BUSINESS

President Vastalo made a motion that Election of Board Officers and Board Committee Appointments remain the same during 2020-2021. Commissioner Andrews seconded. Roll call: Ayes: Andrews, Hix, McCloud, Allen, President Vastalo. Nays: None. Absent: None. Motioned passed 5/0.

ANNOUNCEMENTS

President Vastalo said she agreed with Commission Andrews regarding staff and what they have had to put up with during the pandemic. Staff have remained very calm and appreciated. Vastalo thanked the staff.

CLOSED SESSION

None

ADJOURNMENT

Motion Commissioner Vastalo, second Commissioner Hix to adjourn from the regular board meeting at 7:14pm. Roll call: Ayes: Andrews, McCloud, Hix, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Minutes Verification Signature

**Bolingbrook Park District Board Secretary
Denise Allen**

ADMINISTRATION AND PERSONNEL

Transfer of Vehicles to NWCSRA

- On May 21, 2020 the Board of Park Commissioners passed Resolution No. 20-22, authorizing the Park District to join the Northern Will County Special Recreation Association (“NWCSRA”) as a voting member. As part of the transfer of assets, it is in the best interest of the Park District to transfer the three vans, purchased by LCSRA to NWCSRA.

Motion to approve Resolution 20-23 authorizing the transfer of certain park district vehicles to the Northern Will County Special Recreation Association.

COVID-19 Operational Updates

- The COVID-19 Pandemic continues to be a challenge our staff. The following are a few highlights of operational adjustments as Illinois has moved in Phase 4 *Revitalization* of the Restore Illinois Plan instituted by Governor Pritzker and the Illinois Department of Commerce and Economic Opportunity.
 - **Playgrounds:** Playgrounds are open! Exceptions are Remington, Indian Boundary, and Indian Chase Meadows due to construction. .
 - **LifeStyles Fitness Center (BRAC Location Only):** LifeStyles Fitness Center (BRAC location) will open the fitness center floor for use of equipment through a reservation system. Some equipment will be moved to the gymnasium to meet the social distancing requirements. General fitness center use is for 45-minute time slots, which are available online.
 - **Pelican Harbor Indoor/Outdoor Aquatic Park:** Beginning July 17, Pelican Harbor OUTDOOR Aquatic Park will be open for public swim with limited attractions (main pools small slides, spray playground. See Aquatic Report for details.
 - **Pelican Harbor Indoor:** Lap swim is available by reservation for 45-minute time slots, available on-line.
 - **Annerino Community Center:** Open to the public Monday-Friday 7:00 am-6:00 pm. Racquetball court rentals including wally ball can be reserved Monday-Friday 7:00 am-5:00 pm.
 - **Bolingbrook Recreation & Aquatic Complex:** Open to the public Monday-Friday 7:00 am-8:00 pm and Saturday-Sunday 7:00 am-6:00 pm. Facility rentals will be available beginning August 1, reservation requests taken now.
 - **Hidden Lake Historic Trout Farm:** Tackle Box Bait Shop at Hidden Lakes continues to be open for bait shop and Hidden Lakes fishing permit sales.
 - **Boughton Ridge Golf Course:** Open to the public. Walk up and on-line tee times are available. Foursomes are allowed with 10-minute tee time intervals. Golf carts are available for two riders with a facemask.
 - **Ashbury's at Boughton Ridge:** Ashbury's is open daily for patio seating and limited indoor dining from 11:00 am-8:00 pm, Please note there will be a limited menu and seating capacity.
 - **Sports Fields:** Sports fields are available for use but must be limited to 50 individuals (25 per team, including coaches and officials). Social distancing guidelines must be followed for other team members on sidelines.
 - **Adult Softball Leagues:** Began play on Monday, July 6.
 - **Skate Parks:** Are open. Social distancing guidelines must be followed.
 - **Tennis/Pickleball Courts:** Are open for singles play only (one person on each side of the court). Doubles play is not permitted during this current phase.
 - **Sport Courts (Basketball, Volleyball, Sand Volleyball, Roller Hockey):** Open for play.
 - **Summer Programs (Dance, Gymnastics, Martial Arts, Youth, etc.):** Programs begin the week of July 13 with proper social distancing procedures. The summer digital guide has been updated.

FINANCE AND TECHNOLOGY

Finance

Phone System Upgrade

- Our current phone system is going end of life. This system provides phone services throughout the District as well as reporting on call volume.

Staff Recommendation: Approve Resolution 20-25 approving Requisition #REQ0002449 in the amount of \$30,109.49 for Phone System Upgrade through Mindsight Inc.

2020 Semi-Annual Report

- The semi-annual report is being prepared and will be delivered to the Board on August 14.

2020 Budget

- Development of the 2021 Budget is underway. Staff received their annual budget message outlining objectives and due dates for submittal. The 2021 budget is targeted for submittal to the Board on October 15.

Business and Technology

ACC/BGNR Network Reconfiguration

- The ACC and BGNR networks were reconfigured to expand available IP addresses at ACC. The available IP addresses were not sufficient to support the needs of the network and clients at ACC. This reconfiguration has now resolved that issue.

Wireless Network Upgrade

- The wireless network upgrade is well under way with 30 wireless access points replaced to date throughout the District.

Antivirus Upgrade

- The District is in the process of upgrading all antivirus throughout the District to a new product. Our long-term vendor no longer able to meet our needs after two company buy-outs in the last year.

Other Updates

- 123 refunds processed
- New audio/visual set up for Drive-In Theater

BUILDINGS, GROUNDS & NATURAL RESOURCES

Approvals

Exterior Block Maintenance at Annerino Community Center and Buildings and Grounds Facility

- On June 25, 2020 Bolingbrook Park District held a sealed bid opening for Exterior Concrete Block Maintenance at Annerino Community Center and Buildings and Grounds Facility. Two sealed bids were received. The staff interviewed the low bidder, checked references, and determined that their bid is accurate and they are capable of successfully completing the project.
- The work is scheduled to be completed by September 30, 2020

Bid Summary

All Construction	\$150,674.00
Berglund Construction	\$128,800.00

Both bids are under the 2020 Capital Project Budget of \$174,644.00

Staff Recommendation: Approve Resolution 20-24 awarding a contract in the amount of \$128,000.00 to Berglund Construction Company, Chicago Illinois for Exterior Concrete Block Maintenance at Annerino Community Center and Buildings and Grounds Facility.

Buildings, Grounds, and Natural Resources Update

Restore Illinois Phase 4 (Return to FUN!)

- On June 26, 2020 Illinois entered Phase 4 of the Restore Illinois Plan. With these changes, allowing groups of up to 50, we have seen many residents wanting to use our parks for picnic permits. Some youth sports have geared up to start play, and our adult softball league has started its season. Playgrounds, skate parks, basketball courts, and tennis courts have been re-opened to the cheers of many.

Pelican Harbor Pool Opening

- Buildings staff has had all hands-on deck working on the opening of the zero-depth pool, plunge pool and spray play. On schedule for opening Friday July 17.

Lily Cache Creek Cleanup

- Staff took on the challenge of cleaning several log jams out of the Lily Cache Creek between Lily Cache Sports Fields and Lily Cache Sports Fields West Campus to help alleviate some of the flooding issues at the main campus. Staff cleaned out about 300 feet of the creek and opened the three drains that flow to the creek from the main campus. The weather cooperated with us to complete this project and we have seen positive results thus far.

Before



After



Project Updates

- BRAC Renovation
 - The following items have been complete or are ongoing at BRAC for the renovation:
 - Demolition for indoor Lifestyles / Pelican Harbor locker rooms is complete
 - Steel & decking for new addition is complete
 - New fire alarm panel installation is complete
 - New flooring is complete; in addition to sealing floor
 - Seating in lobby and atriums was installed and complete
 - Front vestibule (door #1) is complete and opened to the public on July 10th
 - All electrical work is current. Further work to continue once build continues.
 - Plumbing for new locker rooms is ongoing
 - Masonry block for exterior walls are continuing
 - The following items have been scheduled for upcoming at BRAC:
 - Framing exterior wall to new program room start week of July 20th
 - Masonry inside family locker rooms to start week of July 20th
 - Completion of indoor plumbing for new addition
 - Roofing over the new addition to start the week of July 27th
 - RTU for new addition to start the week of August 3rd
- Pelican Harbor Lazy River
 - Staff conducted punch list of facility. WB Olson is working with contractors to perform all punch listed items.
- The next set of three playgrounds (Remington / Indian Boundary / Indian Chase) has started back up again due to delays from COVID. Contractor will be finishing up at Remington, moving forward with Indian Chase Meadows and finally at Indian Boundary Park. All equipment is on site with Contractor.
- Sealcoating 2020 has been completed. This included Lily Cache East / West Campus; the entire DuPage River Greenway path system; Wipfler Park and Heritage / Johansen Farm Parks.

RECREATION AND FACILITIES

Recreation Division

Pre School / Early Childhood / Day Camp

Preschool

- The 2020-2021 preschool is scheduled to start August 31/September 1 pending the Valley View school district's plan to start. There are 157 enrolled for the new year. Plans are being made to ensure that preschoolers remain physically distant while connecting socially.

Early Childhood

- Early childhood classes will start in August and run for 4 weeks. The Little Learners classes will be the first early childhood classes we are running to ensure that we are being safe.

Day Camp

- Camp Connections started June 22 with 42 campers for the first and second weeks of camp. Staff and campers are adjusting very well to our new processes, new "Normal" and new camp. Campers have been enjoying group challenges within their own groups, noodle tag, sac races, making food crafts, and tons of fun.

Dance

- Summer virtual classes have been running for 3 weeks. Offering 15 classes and currently 8 are running. The week of July 6th will be the last week before live classes start.
- Summer Live classes with a max limit of 8 kids per class starting July 13th. Currently most teen classes are running but early childhood, youth, and theatre are looking very small. Emailed out to past groups to remind to register.

DanceForce

- Registration is open now for the August 1 auditions.

Power Dance

- Fall Schedule ready for 6 schools depending on how VVSD offers school in the fall.

Theatre

- Live classes starting the week of July 13. Enrollment is currently very low at this time.

Gymnastics / Cheer / Ninja

- Classes begin Sunday, July 12. As expected, enrollment is lower than previous summers. Welcome back letters and new gym protocols were sent out. Staff anticipates around 20 classes running for the summer session with a better turnout in fall if levels of the virus transmission remain consistent.

Youth and Adult Athletics

Youth Athletics & Martial Arts

- The new in-house youth sports programs will begin the week of July 13 with free trial offerings of the new classes. Classes will run the last two weeks of July and then an August session. Martial arts classes are set to resume the week of July 14.

Adult Athletics

- Adult Softball begins the week of July 6. There are 40 teams registered in seven total leagues. Games will be played at Remington every Monday-Friday and Thursdays are also played at Central Park.

REACH

- Staff is waiting for the Valley View School District to determine what the upcoming school year will look like. REACH Team Training has been scheduled for the first week of August.

Special Events

Family Bike Challenge

- First time offering the event. It will take place on Saturday, July 11. Families will start at the BRAC, travel along the bike trail system and participate in challenge stops on the way. For each challenge completed they will be given poker cards, the event will conclude at the BRAC with the families turning in their best 5 card poker hand.

Summer Concert Series

- The summer concert series schedule currently offers the following bands and their performances will be held at the Village of Bolingbrook Performing Arts Center at viewable via live stream from the Village of Bolingbrook. Concerts are held on Wednesday evenings from 7:30-9:00 pm. All concerts are held at the Village of Bolingbrook's Performing Arts Center.
- Concerts can be viewed at:
Bolingbrook Webpage: <https://www.bolingbrook.com/bctvlive>
Facebook Pages: <https://www.facebook.com/pg/bolingbrook>
and <https://www.facebook.com/PACBolingbrook> or @bolingbrook@PACBolingbrook
 - June 3 – Rhythm Giants – had 5000 views Wednesday night on Facebook and grew to over 6000 on Thursday and does not account for the 25+ shares and watch parties.
 - June 10 – Return2SOUL - Bolingbrook FB page: 3.4k views, 22 shares with 95 comments all positive and PAC FB page: 771 views 8 share and 32 comments all positive as well.
 - June 17 – Crawluppies – No information was provided from the Village of Bolingbrook regarding FB watchers and sharers as the site was taken down by Warner Music because of not knowing about the license that was already purchased by the Village.
 - June 24 – Dick Diamond and the Dusters – No information was provided by the Village for this concert.

- July 1 – Rick Lindy and the Wild Ones – 1st Concert open to the public had 142 attendees as well as viewing via live stream.
- July 8 – RICO! – 2nd Concert open to the public had 263 attendees.

Drive In Movie Nights

- Bolingbrook Park District has taken our traditional movies in the park and made them into a drive in movie format!
- The movies are shown at Brook's Middle School parking lot and have space for 55 vehicles.
- The movies require a \$5 pre-registration fee to allow for organized placement of vehicles. Proceeds are being donated to the Foundation for Bolingbrook Parks as a financial assistance program.
- The first movie was *Pokemon – Detective Pikachu*, which was full with 55 cars.
- The second movie, *Frozen 2*, was postponed due to impending storms. The new date is Wednesday, July 15.
- The third movie is *Aladdin*, on Monday, July 27.

Facilities Division

Fitness

- Lifestyles launched outdoor group exercise classes the week of June 15, offering a 13-class weekly schedule. The debut could not have gone any better! A total of 193 spots were sold to participants through June 30 totaling \$1,164 in revenue. Emily, Elizabeth and Janet have done a fantastic job leading classes and staff is excited to begin adding more formats to this schedule.
- Staff worked extremely hard to get LifeStyles at BRAC ready to open its doors to customers beginning July 1. Lifestyles is offering 45-minute time slots from 7:00 am to 7:00 pm Monday through Friday and 7:00 am – 6:00 pm Saturday and Sunday. Patrons can reserve a spot for \$3 to use the indoor fitness center. Staff was able to space equipment inside BRAC 6 feet apart, move select equipment that did not need electrical power into the gymnasium and add barriers in between equipment to maintain proper social distancing guidelines.
- Lifestyles added and trained 5 employees to take on the role of fitness attendants. These attendants will staff all hours of operations constantly cleaning equipment after use.
- Parkie Cares Virtual 5K concluded on July 4 with 101 participants. The Bolingbrook Park District will be donating just over \$1,500.00 to the AMITA Health Adventist Medical Center, Bolingbrook Foundation. Staff is looking forward to 2021 for a LIVE race!

Aquatics - Pelican Harbor Indoor/Outdoor Aquatic Park

Lap Swimming

- Staff opened the indoor lap pool to guests on June 20. Swimmers are able to reserve a 45-minute time slot online and capacity is limited to 6 swimmers per time slot (one swimmer per lane).
- Time slots cost \$4 per slot.
- Staff is cleaning the facility for 15 minutes following each time slot then allowing the next group in the facility.
- Staff greeted a total of 473 lap swimmers for the month of June with 11 days open. 58% of all available time slots were filled to capacity.

Swim Lessons

- Swim lessons will begin July 11.
- Staff training is scheduled for July 8 and 9 to prepare for the beginning of lessons.

Pelican Harbor Outdoor Complex

- Staff is preparing to open select attractions in the outdoor park on Friday, July 17.
- The main pool, Parkie's Oasis, and short slides will be opening at this time.
- Pelican Harbor will open to members and Bolingbrook residents and their guests only.
- Memberships remain suspended and all visitors will be asked to pay the \$10 daily admissions.
- Visitors will choose one of three daily time slots (9:00a-12:00p, 12:30p-3:30p, 4:00p-7:00p).
- Capacity is limited to 200 visitors on a first-come-first-served basis.

Museum

Hidden Oaks Nature Center

- Hidden Oaks Naturalists have returned as Bait Shop Attendants. In addition to working at the shop, they will be supporting the return of limited outdoor program at the nature center.
- Staff has been actively organizing and inventorying supplies and equipment at the facility to ensure we are being fiscally responsible and have the greatest opportunity to support future growth.

Hidden Lakes

- The Tackle Box Bait Shop continues to see strong guest traffic and resulting revenue. Staff is pleased to see many happy anglers enjoying the lakes.
- The lakes were stocked with 500 pounds of catfish in June. Additional stockings will occur in July and August.
- A night catfish derby has been scheduled for Saturday, August 15, from 6:00 pm to 10:00 pm. This unique special event is beginning to draw excitement from anglers.
- Staff worked with the Forest Preserve District of Will County to post signs at Whalon Lake to raise awareness of the Hidden Lakes Bait Shop. Signs have also been posted East and West of Hidden Lakes along the DuPage River Greenway.
- BGNR staff have been assisting by applying algaecide to treat the lakes. A shoreline restoration project is being planned and a turf-to-prairie conversion of select areas is underway which will improve the park's aesthetic appeal as well as reduce the goose population. A part-time staff member has also been added to the Hidden Lakes team to assist with maintaining the park and clearing unwanted items from the lakes surface.

- Bolingbrook Park District has partnered with the Illinois Park and Recreation Association on their public relations campaign for Unplug Illinois Day on July 11. We will be hosting a free family fishing day at Hidden Lakes. This is a statewide effort to raise awareness of the importance of parks and recreation agencies.



MARKETING AND CUSTOMER CARE

Bolingbrook Park District Marketing Initiatives

- The marketing team's focus has been keeping up with all the changing activities and sharing the information with the public. Social engagement skyrocketed during the month of June primarily due to the announcements related to the phase 4 opening activity. Our total fans saw a significant jump due to shares. This will continue as we move back to more normal activity.
- The fall seasonal program guide will be in a digital format. The season will be broken up into fall session 1 and fall session 2 to allow managers the ability to adjust programming as needed. A 12-page special mailer will be delivered to Bolingbrook residents the last week in July informing them how they can access fall programs, as well as the annual report.

June Social Media & E-Mail Marketing Statistics:

- Total Fans (Facebook, Instagram, and Twitter): 17,832
- Total Engagement: (The sum of reactions, comments and shares): 4,532
- Total Page Content Clicks: (The number of times people clicked on a post): 15,706
- Total E-Mail Database Contacts: 14,294

Customer Care Team

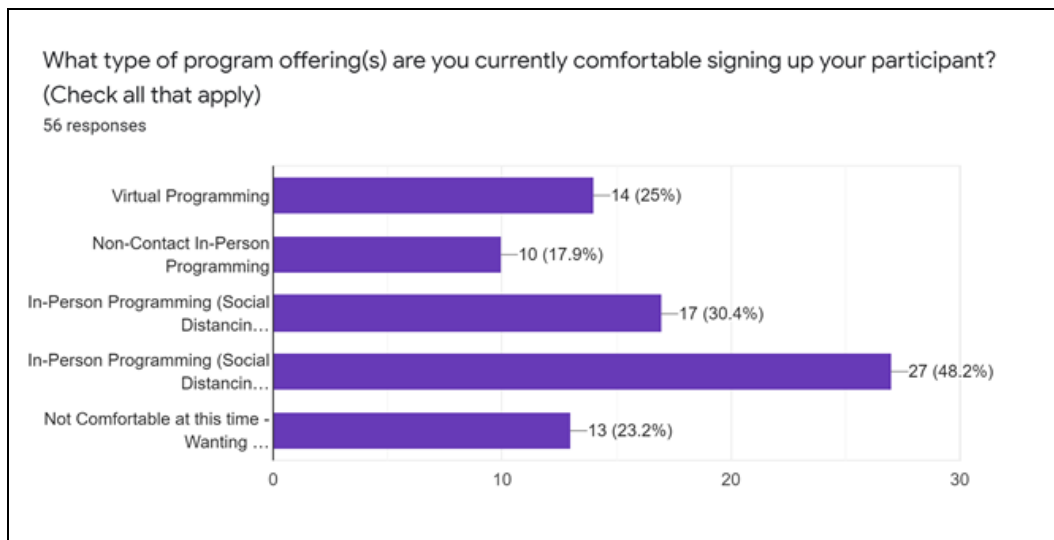
- The Customer Care Team is back! Training began the week of June 22 to bring the team up-to-speed on COVID protocols and all the changes that have taken place over the three months of their absence.
- Park rentals has been the busiest activity in the first week of opening. As programs get closer, registration activity has increased as well.

NORTHERN WILL COUNTY SPECIAL RECREATION ASSOCIATION



Monthly Operational Update

- The merge between NWCSRA and LCSRA became official on July 1. Updates to Articles of Agreement, By-Laws and Intergovernmental Agreement were reviewed and approved pending legal review at the June 24 NWCSRA Board Meeting.
- All full time LCSRA personnel are now officially NWCSRA staff. All furnishings and supplies have been moved to the NWCSRA office. Spaces are in the process of being updated for staff offices and workspaces as well as equipment/supply storage.
- July and August programming brochure was released on June 24 featuring a variety of virtual and non-contract in-person programming. Registration numbers continue to grow as we have received representation from every member agency.
- We received 56 responses to a survey of participant families regarding their comfort level with returning to programming as we have entered Stage 4 of Governor's COVID-19 Plan. The results demonstrate greater comfort now than with information shared by families during virtual family gatherings in mid-June. We are excited to see the shift toward desire to meet in person and greater ability for participants to be able to meet social distancing and face covering guidelines. We are utilizing this data to move us towards enhanced in-person programming options.



BOUGHTON RIDGE GOLF COURSE & ASHBURYS



Golf and Restaurant Operations

- Phase 4 of the Restore Illinois plan has expanded the golf course offerings to 4-somes spaced 10 minutes apart. Golf carts are now available for two players (with face coverings), and groups of up to 50 can be held.
- Indoor dining is now available on a limited capacity.
- Banquets can be held as well with a limitation on capacity.
- The following is a quick summary of the June financial performance.

Greens Fee Revenue:	\$55,917 Actual	\$43,900 Budget
Total Revenue:	\$131,729 Actual	\$229,994 Budget
Cost of Goods Sold:	\$17,786 Actual	\$32,642 Budget
Total Wages:	\$46,431 Actual	\$57,135 Budget
Operating Expenses:	\$120,227 Actual	149,209 Budget
Projected Bottom Line:	\$-61,747 Actual	-\$26,615 Budget

You can see the revenue is still far off target with restaurant and banquet suffering extreme revenue shortages. These numbers include a record setting month of rain in May. People were excited to golf when they were able to get out.

June numbers should be stronger with the restaurant serving food and beverage on the patio and expenses (furloughed staff and supplies) being carefully watched.