

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Agenda
September 19, 2019
6:30 PM

1. Call to order
2. Roll call
3. Approval of Agenda
4. District Operations and Activities Update
5. Communication from the Public
6. Unfinished Business
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

BOLINGBROOK PARK DISTRICT
Annerino Community Center - Board Room
Board Meeting Agenda
September 19, 2019
7:00 PM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of:
 - A. Workshop Meeting Minutes – August 15, 2019
 - B. Board Meeting Minutes – August 15, 2019
6. Correspondence from the Public
7. Communication from the Public
8. Attorney’s Report
9. Leadership Team Report
10. Treasurer’s Report
 - A. Approval of Disbursements – approval of payment of bills including travel reimbursement in the amount of \$981,198.69, subject to audit.
11. Committee Reports
 - A. Administration and Personnel – **President Vastalo**
 - *Motion to approve Ordinance 19-06 accepting a donation of real property (9-acre parcel of wetland) from Corridor-1.*
 - B. Finance and Technology – **Commissioner McCloud**
 - C. Buildings, Grounds, and Natural Resources – **Commissioner Allen**
 - D. Recreation and Facilities – **Commissioner Hix**
 - Recreation Division: (Dance, Gymnastics, REACH, Athletes, Events)
 - Facilities Division: (Pre School/Day Camp, Adults, Fitness, Aquatics, Museum)
 - E. Special Recreation – LCSRA – **Commissioner Andrews**
 - F. Marketing – **Commissioner Andrews**

- G. Golf Course and Ashbury's – Commissioner Andrews
- *Motion to approve Resolution 19-29 approving Second Amendment to the Contract with Kemper Sports Management regarding Management of Boughton Ridge Golf Course and Ashbury's.*

12. Unfinished Business
13. Comments from the Public
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
18. 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
August 15, 2019

President Vastalo called the meeting to order at 6:30pm. Roll call: Ayes: Hix, McCloud, Andrews, Allen, President Vastalo. Absent: None. Motion passed 5/0.

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

Executive Director Ron Oestreich introduced Mark Price from FGM Architects. Mr. Price discussed the BRAC project overview and interior designs.

Oestreich introduced Dean Lytton and Jake Clara from KemperSports Management. Oestreich stated the district is negotiating a new one year contract with an optional one year renewal beginning next January. Oestreich stated he has seen a positive trajectory in this last year of operations at Ashbury's.

Dean Lytton stated this is a valuable relationship for KemperSports. He has been on board since 2017 with oversight of the property. Boughton Ridge is a unique property and has unique challenges. 2018 was a difficult year not only for Boughton Ridge, but for numerous courses in the Chicagoland area which mainly due to weather. Lytton said as they work on the 2020 budget they are projecting revenues will stabilize.

Lytton stated KemperSports worked to trim expenses to make sure they are operating the property as efficiently as they can while continuing to provide the service levels and the food quality. KemperSports will keep operating to grow revenues in the next couple of years. Mr. Lytton said this year they conducted a survey for all their golfers and guests that have used the facility. The net promoter scores are in the 80 to 90 percent range. Last year they were in the 50 to 60 range. There has been much improvement.

Commissioner Hix stated he has seen significant improvement in the net operation. Hix asked how KemperSports will continue this improvement. Lytton stated there is only so much you can operate where you find all your efficiencies and then that line will not go down as much moving forward.

Commissioner Vastalo said the consistency from the kitchen has greatly improved and Hix stated the food quality has had dramatic improvement over last year.

Commissioner Andrews said it's been a pleasure dining at Ashbury's. Andrews likes the Jazz Night. She suggested increasing the kids' menu.

Review of Ordinances, Resolutions, Action Items

Executive Director Ron Oestreich reviewed the following resolution and contract:

Resolution 19-28 authorizing the law firm of Tressler, LLP to intervene in property tax assessment proceedings on behalf of the Bolingbrook Park District.

Award a contract to Action Printing of Fond Du Lac, Wisconsin to print on the recommended alternate paper option of Norbrite 92 Max at \$84,627 for the 2020 Brochure Series (Winter/Spring, Sneak Peak, Summer and Fall).

District Operations and Activities Update

Oestreich announced the Park District is the proud owner of their 50th property just in time to celebrate the District's 50th Anniversary. Oestreich stated this is 9 acres of high quality wetland. The land was donated and the district is only paying for attorney fees. This parcel will connect the existing path to the Drafke park path.

The OSLAD grant was submitted on Wednesday, August 14. It has been confirmed by Chris Corbett that the Department of Natural Resources received the grant application. It is a matching grant hoping to receive \$400,000 from the state.

Oestreich announced Day of Play is Saturday, August 24. There will be music, activities and fun contests at Poplar Park, Jaycee Park, Lily Cache Greenway Park and Heritage Park. The Foundation for Bolingbrook Parks is providing ice cream at each location.

Communication from the Public

None

Old Business

None

New Business

None

Closed Session

None

Adjournment

Commissioner Vastalo made a motion to adjourn from the Workshop Meeting at 7:08pm. Commissioner Hix seconded. All in Favor "Ayes".

Minutes Verification Signature

**Bolingbrook Park District Board Secretary
Denise Allen**

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Minutes
August 15, 2019

President Vastalo called the meeting to order at 7:09pm. Roll call: Ayes: Hix, Andrews, Allen, President Vastalo. Nays: None. Absent: McCloud. Motion passed 4/0.

President Vastalo began the meeting with the Pledge of Allegiance.

Motion Commissioner Vastalo, second Commissioner Hix to approve the agenda. Roll call: Ayes: Hix, Andrews, Allen, President Vastalo. Nays: None. Absent: McCloud. Motion passed 4/0.

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

- Workshop Meeting Minutes – July 18, 2019
- Board Meeting Minutes – July 18, 2019

Roll Call: Ayes: Andrews, Hix, Allen, President Vastalo. Nays: None. Absent: McCloud. Motion passed 4/0.

CORRESPONDENCE FROM THE PUBLIC

None

COMMUNICATION FROM THE PUBLIC

None

ATTORNEY'S REPORT

Attorney John O'Discroll stated a fair amount of legislation has been signed by the Governor and in the next few weeks an article will be coming out regarding bathroom use.

LEADERSHIP TEAM REPORT

Executive Director Ron Oestreich turned the floor over to Beth Benner who gave an update regarding the financial assistance program and the Foundation for Bolingbrook Parks. Benner reported \$3,500 was awarded to 13 families for Day Camp (Camp Alotta Fun and Nature Camp); \$2,000 was awarded to 6 families for the REACH program; \$2,500 was awarded to 4 families for the DanceForce program and \$750 was awarded to 5 families for general programs. This totals \$8,750 of financial assistance awarded to help families in need through the Foundation for Bolingbrook Parks.

TREASURER'S REPORT

Commissioner Hix made a motion to approve payment of bills including travel reimbursement in the amount of \$805,551.09, subject to audit. Commissioner Allen seconded. Roll call: Ayes: Hix, Andrews, Allen, President Vastalo. Nays: None. Absent: McCloud. Motion passed 4/0.

COMMITTEE REPORTS

Administration and Personnel – Commissioner Vastalo reported:

With staff recommendation Commissioner Vastalo made a motion to approve Resolution 19-28 authorizing the law firm of Tressler, LLP for the purpose of intervening in property tax assessment proceedings on behalf of the Bolingbrook Park District. Commissioner Allen seconded. Roll call: Ayes: Hix, Andrews, Allen, President Vastalo. Nays: None. Absent: McCloud. Motion passes 4/0.

Finance and Technology – Commissioner Allen reported for Commissioner McCloud who was not in attendance.

The management team attended ALICE training July 19. Oestreich stated all 35 managers attended. The district will be moving into the next phase which will be a shorter training with part time staff.

Buildings, Grounds and Natural Resources – Commissioner Allen reported:

Congratulations to Sara Earhart, Certified Arborist. This is an area that Sara would like to develop her skills and knowledge. She made the effort to study and sit for the exam on her own accord and is now a Certified Arborist.

The districts goal of 33% of all ADA work orders for the next three years completed this year has been surpassed and we are at 40% completed to date.

Staff is working to implement the ComEd Green Region Pollinator Pod Grant and the American Water DuPage River shoreline habitat improvement Grant. Hidden Lakes 2019 shoreline repairs are in the final phases.

All four playgrounds (Lily Cache, Poplar, Heritage and Jaycee Parks) are open to the public. Official openings of all playgrounds will be on Saturday, August 24.

Pelican Harbor Lazy River Development will begin on Tuesday, September 3.

Commissioner Vastalo asked what the difference was between an arborist and a horticulturalist. Chris Martner, Director of Buildings, Grounds and Natural Resources said an arborist deals more with trees and a horticulturalist deals with trees, shrubs, perennials, and annuals.

Recreation & Facilities – Commissioner Hix reported:

Commissioner Hix said he was glad to see DanceForce received recognition and some of the things they asked for at the last meeting. Hix was happy to see their trophy proudly displayed at BRAC.

Gymnastics and Cheer numbers are good. Their competitive season is about to roll out.

Visit your local parks had over 4,000 people participate.

REACH program continues to grow adding another site; Tibbott School.

Early childhood had their first cooking class and it hit Facebook with the parents talking about how much fun the kids had.

Adult trips have been a great hit.

Fitness: 348 Silver Sneaker prime memberships and renewals this year along with 3,447 insurance based memberships. Group exercise recorded the strongest visit month ever, with 40% of the month's guests joining a class. Parkie's Famous 5k/10k and Kids Fun Dash is Saturday, August 24.

Aquatics: Birthday parties still popular with 688 participants. Hix said there was a lot of activity around the pool this summer.

Commissioner Vastalo said along with all the compliments for senior trips, everyone says John does a great job.

Special Recreation (LCSRA) – Commissioner Andrews reported:
The LCSRA Sensory Room Capital Campaign is at \$14,230.

Parkie's Pool Party was a success with Pelican Harbor reaching maximum capacity, helping to raise money to furnish the sensory room. They are currently in the planning stage, selecting the right equipment to meet the needs of the populations we will serve.

LCSRA participated in the Taste of Bolingbrook on August 10 by providing the quiet space at the Promenade during the event. Commissioner Andrews commented on how nice the space was.

LCSRA had low cost and current sensory room items to give the public a feel of a sensory room. Follow the campaign at www.lcsrasensoryroomcampaign.org.

Summer Day Camp ended on Friday, August 9. The summer had campers experiencing field trips, special guests, the train and wall and lots of fun in the pool.

Summer programs ended strong with a camping overnight trip at Hidden Oaks as well as a full day of thrills and rides at Great America.

The Cruisers car wash was held on August 14. They raised over \$400.

LCSRA Powerlifters, Brandon Moody and Matthew Schuler, along with Alec Moody (Brandon's brother), Mike Baiardo and Kai Walhgren, competed as the MEN OF ARMOR in the 2019 Amrored Truck Pull sponsored by the Plainfield Police Department. They were one of twenty-three teams that took part in this event to raise money for Special Olymoics Illinois.

Marketing – Commissioner Andrews reported:

Commissioner Andrews made a motion to award a contract to Action Printing of Fond Du Lac, Wisconsin to print on the recommended alternate paper option of Norbrite 92 Max at \$84,627 for the 2020 Brochure Series (Winter/Spring, Sneak Peak, Summer and Fall). Commissioner Allen seconded. Roll call: Ayes: Hix, Andrews, Allen, President Vastalo. Nays: None. Absent: McCloud. Motion passed 4/0.

Golf Course & Ashbury's – Commissioner Andrews reported:

Overall revenue for July is below target by 17%. YTD remains behind target by 8.3% and last year by 5%. All areas, including Banquets missed target in July. Monthly averages are in line with other summer months (except for banquets), so the shortage is attributed to aggressive forecasting.

Operating expenses continue to track lower than budget, which is a positive considering the revenue shortage for July. YTD expenses are showing a savings of nearly 15%, which is better than the 8% shortage in revenue.

UNFINISHED BUSINESS

None

COMMUNICATIONS FROM THE PUBLIC

None

NEW BUSINESS

None

ANNOUNCEMENTS

Jill Mukushina, Superintendent of Special Recreation announced there will be a fundraiser for LCSRA sensory room at MOD Pizza next Thursday, August 22. It starts at 10:30am to 9:00pm at the Weber Road location.

CLOSED SESSION

None

ADJOURNMENT

Motion Commissioner Vastalo, second Commissioner Hix to adjourn from the regular board meeting at 7:28pm. All in favor "Ayes".

Minutes Verification Signature

**Bolingbrook Park District Board Secretary
Denise Allen**

ADMINISTRATION AND PERSONNEL

50th Park Property

- Although verbally reported at the August Board Meeting, this is the official Board acceptance and approval of the 9-acre wetland parcel on the west side of Veterans Parkway adjacent to Drafke Park. The Executive Director initially pursued an easement to gain access to the existing bike path for connection to our Drafke Park path (Referendum project). In discussion with the Village Attorney, and the property owner, Corridor One, the owner agreed to donate the 9-acre parcel to the District, if the District would cover the attorney fees for transfer. We agreed and after 6-months of transfer proceedings, Bolingbrook Park owns its 50th property in time for our 50th year celebration in 2020. Staff has already begun planning the bike path restoration as well as pursuing approval of the foot bridge with the Army Corps of Engineers.

Staff Recommendation: Motion to approve Ordinance 19-06 accepting a donation of real property (9-acre parcel of wetland) from Corridor-1.

Internal Audits

Inventory Audit	Status
Aquatic Pro Shop	In Balance
Cash Bank Audit	Status
Hidden Lakes Trout Farm	In Balance
All Day Operational Audit	
Annerino Community Center	In Balance

FINANCE AND TECHNOLOGY

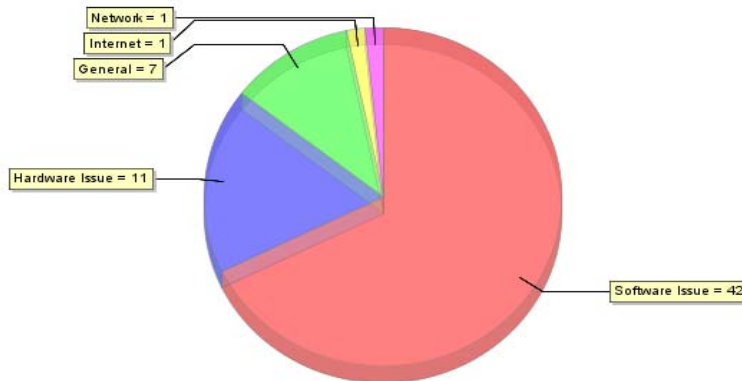
Finance

Budget 2020

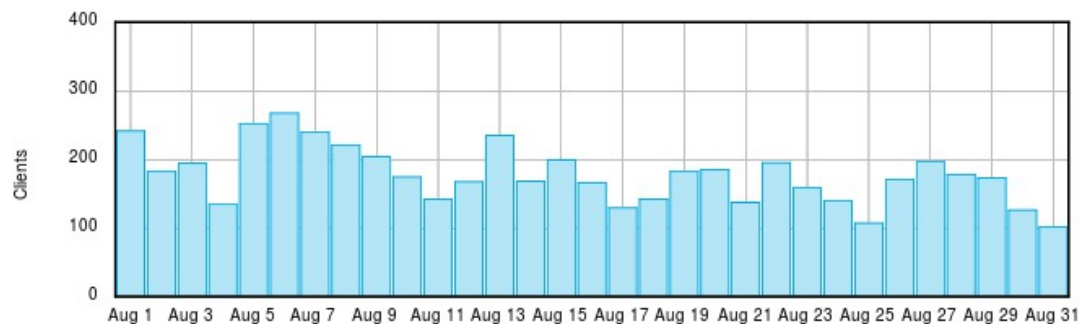
- The process of creating the Budget for fiscal year 2020 is nearing completion with staff going through final internal reviews at this time. Team collaboration continues to make the budget process efficient. New this year was a presentation from all of the Management team to the Admin Team. As is always the goal, staff has been challenged to not only find new revenue sources, but control all expense areas. Department Heads will be scheduling meetings with their respective Board Liaisons prior to the budget workshops in November.

Business and Technology

- 130 refunds were processed
- Completed 1,548 ACH's
- Performed a RecTrac upgrade
- 62 support tickets were completed in August



Wireless clients per day



BUILDINGS, GROUNDS & NATURAL RESOURCES

Project Updates

- Sealcoating/stripping district wide is complete.
- Pelican Harbor Lazy River Development has begun. To date, the air bridge and construction road has been installed for access from the pool deck to the island. Excavation has begun.
- BRAC renovation project is progressing. Staff discussed color pallet changes for the Women's Locker Rooms and decided to keep the "blue theme" in both locker rooms and remove the "aquamarine" color pallet. Also, staff has recommended to FGM to plan for installation of an adult changing table (ADA accessible) for one of the five family changing rooms.
- Staff met with Grant Administrators from Illinois Department of Natural Resources (IDNR) on Wednesday, September 11 to review the submitted OSLAD grant for Century Park. Next step will be a possible presentation in Springfield in November.
- Staff started discussions with Upland Design and Strand Associates to begin the planning for design of the bridge from Drafke Park to the new Wetland property on Veterans Parkway, along with preliminary design from Lily Cache Greenway across Veterans to connect to the Wetland property. In addition, staff has begun communication with the Village of Bolingbrook for required easements along Veterans Parkway & the east side of Weber Road.

Upcoming Board Meetings

- Next month (October), staff will be recommending for approval to purchase strength pieces for BRAC Lifestyles fitness through Sourcewell joint purchasing. Purchase of new pieces are part of the 2020 CARP plan. Manufacturing lead time of 10 weeks will allow for equipment to be delivered in January 2020 for the main New Year's fitness resolutions.

Buildings, Grounds, and Natural Resources Update

Pelican Harbor Indoor and Outdoor Pools

- Pelican Harbor Indoor Pool is open! During our three week shut down at the end of August, many repairs were made as per the 2019 work plan. The lap pool has been resurfaced with Diamond Bright, the sand filters that serve the indoor lap pool, leisure pool, and spa have been emptied, cleaned, and filled with brand new sand, the UV lamps have been replaced, as well as several transducers being replaced, along with all other annual maintenance repairs and cleaning.
- The Buildings department has started the process of closing outdoor Pelican Harbor for the season, beginning with draining the Lazy River to allow for construction work on the island.

Athletics/Parks/Playgrounds/Projects

- Staff worked diligently to set up Lily Cache Sports Fields and Lily Cache Sports Fields West Campus for Bolingbrook Soccer Club Labor Day Tournament. They had 151 registered teams for the weekend. Staff did a fantastic job on setting up the fields and fencing around the parks. Staff also set up Trojan Field at Central Park, three flag football fields at Central Park and ball fields for Bolingbrook Youth Baseball League, Panthers Softball, and Premier Cricket League.

Natural Resources/Horticulture/Turf

- Staff has been working on site prep for the Com-Ed Green Region and Illinois American Water grant restoration locations. The anticipated start date for the installs will be the week of September 30. Portions of the DuPage River Greenway and Lily Cache Greenway are the grant locations.
- Two Natural Area volunteer days are scheduled. Staff plans to work with Starbucks and Amazon employees. Amazon employees will be assisting with seed collection at Prairie Trails the week of September 22 (weather dependent date). Starbucks staff will be assisting with DRG plug installs October 7 (weather dependent). Kudos to NR Crew Leader, Amanda Stilwell, for the organization of these volunteer workdays.
- NR staff will be attending the Illinois/Indiana Sea Grant annual invasive species symposium Friday September 13. In addition to local invasive species education, Bolingbrook Park District staff will be presenting a half hour presentation on the invasive species flowering rush (*Butomus umbellatus*).
- The Horticulture crew is preparing for fall tree and perennial plant installs. Select landscape beds will receive an overhaul for a new look in 2020. In addition, chosen annual beds will be converted to perennial beds this fall.
- Lastly, staff will begin the annual fall turf “weed and feed” program soon. In early October, staff will be aerating and over-seeding select park areas. Athletic fields and high use park properties will be priority.

RECREATION AND FACILITIES

Recreation Division

Dance

Dance Program

<u>Enrollment</u>	<u>August 2019</u>	<u>September 2019</u>
Early Childhood	81	89
BPD Theatre	9	16
Youth/Teen	193	204
DanceForce	56	56
Power Dance	N/A	40
Adult	30	13

Department Classes

- All fall classes have started. Staff is optimistic as numbers have increased from August.

Power Dance

- Power dance has started. We currently have 40 members who are actively taking classes and are excited to start performing.

DanceForce

- DanceForce performed at the Lincoln Park Zoo in August and the Pathways Parade in September. The next performance will be at Fall Fest on Saturday, September 28.

BPD Theater

- Theatre has started their classes for fall. They will be hosting auditions for their Winter Extravaganza on Thursday, September 19.

Adult Classes

- Most fall classes are starting up the week of September 9. Registration has been slow but staff is optimistic that registrations will continue to grow.

Gymnastics/Cheer/Ninja

Fall Preschool Classes

- Fall Session 1 is underway. Preschool is an area that we are focusing on with hopes of increasing it for Fall Session 2. Preschool classes represent 130 participants, which is down from 155 in fall of 2018.

Developmental

- Developmental classes are on track for Fall Session 1 with 153 participants compared to 158 in fall of 2018.

Ninja

- Lil Ninjas and Ninjas still have one more session for Fall Session 1 which would bring their enrollment in line or possibly exceed last year's enrollment. Currently they have 96 participants registered for session 1. Fall session 2 numbers are anticipated to be strong as well.

Illusions Gymnastics Team

- The Illusions Gymnasts are preparing for their home Opener on September 29 in the Compulsory Division with Carol Stream and Burr Ridge competing also. We will be collecting non-perishable food items in exchange for FREE Raffle tickets from all gymnasts competing. Food is then transferred to DuPage Food Pantry.

Youth Programs and Special Events

Youth/Adult Programs

	Fall			
	2016	2017	2018	2019
STEM/LEGO	13	15	4	12
Art/Snacks	30	31	12	13
Adult Art Programs			1	2

- Fall Program Enrollment is ongoing and numbers will be increasing.

Youth Athletics/Martial Arts

Program	Fall	Fall	Fall	Fall
	2016	2017	2018	2019
Martial Arts	246	246	174	149
SportsKids	169	133	70	101
Tennis	N/A	N/A	9	15

- Martial Arts & SportsKids classes are still taking enrollment as many classes begin after the chart above was created.

Community Events

- Community Events are nearing the end of the event season with one event left: Fall Fest on September 28. It was a busy summer with 105 events/block parties and season high of 1,528 total attendance for Visit Your Local Park.

Here is a quick posting from a community member received on the BPD Facebook Page:

Hi there! I just wanted to express a big thank you to the staff at the "visit your local park event" today! Everyone was so great, so nice, and so energetic! I brought my 2 and 4 year old and they had a blast. The staff really did an amazing job, and i heard many other families say the same! Thank you for all that you do for the community, how fun!

REACH

- Registration for the 2019-2020 school year is ongoing at all six school sites. There are currently 329 participants enrolled in 2019-2020 REACH compared to the end of the 2018-2019 school year that had 324 participants. Four of the original sites (Pioneer, Independence, Jonas Salk, and BJ Ward) are each down for August compared to August of last year. Staff feels some enrollment numbers will start to rise as parents jobs change and care is needed. Pioneer lost 40 families over the summer and enrollment at Independence Elementary School is down by 100 enrollees total for the beginning of the school year. According to data received from Valley View School District Administration, enrollment is down district wide, including all six of our school sites. We appreciate this data and will consider this as we plan for the 2020 budget cycle.

Adult Athletics

- Adult softball has 42 teams total for the fall 2019 season. This is down 8 teams from fall 2018 season.
- Adult flag football has 15 teams for the fall 2019 season. This is up one team from fall 2018 season.
- Adult volleyball has 27 teams for the fall 2019 season. This is up one team from the fall 2018 season.

Facilities Division

Pre School / Early Childhood / Day Camp

<i>August 2019</i>		<i>Same Month Last Year</i>	<i>Month Actual</i>	<i>Month Projected</i>	<i>YTD Actual</i>	<i>YTD Projected</i>	<i>Last YTD Actual</i>
Preschool	Preschool	47	37	20	257	250	248
		Same Session Last Year	Session Actual	Session Projected	YTD Actual	YTD Projected	Last YTD Actual
Early Childhood	Little Learners	32	34	40	262	254	275
	EC Specials	16	31	45	230	261	216
	EC Camps	16	9	12	92	122	105
	Total	64	74	115	510	655	596
Camp Alotta Fun		413	379	600	2,386	2,500	2,543
	Total	413	379	600	2,386	2,500	2,543

Preschool

- Enrollment for the 2019-2020 preschool years grew by 37 students over the past month.
- Enrollment is well above last year's enrollment and is continuing to grow.
- The goal was to reach 250 enrollees by the time that preschool started September 3, 2019 and we hit 257!
- The new goal is to hit 260!

Early Childhood

- Lunchbox Club ended August 2, so we had no August enrollment. The last week of Camp Stepping Stones was August 5-9 and had 9 enrollments.
- The amount of early childhood special classes offered in August was limited to 6 Little Learners classes and 7 specialty classes. The trend in August is that many families do not enroll in these classes due to school starting.

Camp Alotta Fun

- August 7, the campers ended their season by going on a field trip to the Shedd Aquarium which is always loved by our campers.
- Overall enrollment is down for Camp Alotta Fun. Staff has already met for initial improvement discussion for 2020. We will be conducting a parent survey to also look for areas to improve and enhance the camp.

Fitness

Aug 2019	Same						Last
	Month	Previous	Month	Month	Y.T.D.	Y.T.D.	Y.T.D.
	Last	Month	Actual	Projected	Actual	Projected	Actual
Annual Memberships	Year						
New	41	36	30	40	330	460	445
Renew	64	84	74	74	848	988	891
Corporate	0	0	0	5	0	0	0
Sub Total	105	120	104	118	1,178	1,448	1,336
Silver Sneakers/Prime/Renew/Medicare	30	34	27	32	375	327	270
Total	135	154	131	150	1,553	1,775	1,606
CXL	20	24	26	29	230	238	218

Total Annual Members as of 9/1/2019: 1,435 excluding Silver Sneakers/Prime

Total Annual Members as of 9/1/2019: 2,461 including Silver Sneakers/Prime/Renew Active/Medicare Supp

Renewal Rate Target (70% of 187=127): 70%

Insurance Based Visits for Aug: 3,132

YTD Silver Sneaker Visits: 26,081

Monthly Cancellations: 26=1.6% Attrition Rate

Membership Sales and Activity

- Membership sales came in short of the month's expectations by 14. Cancellations were lower than projections and the attrition rate came in at 1.6% with just 26 cancellations vs 29 expected.
- Credit card memberships continue to be a popular option for our new members. LifeStyles is excited to see how this impacts the final quarter of 2019.

Insurance Based Memberships

- Insurance based memberships continue to grow as LifeStyles has surpassed the 1,000 member mark! There are currently 1,026 insurance based members taking advantage of our facility!

Personal training

- Personal Training sales came in slightly below projections with \$5,093 vs \$5,500 projected. Sales are right on track with last year's numbers.

Visit activity

- Membership visits for the month of August came in at 7,459, with 45% of our visits coming from group exercise classes which is an all-time high!

Parkie's Famous 5k/10k

- Parkie's Famous 5k/10k with Kids Dash was a record success with 632 registered runners. The weather this year was perfect for race conditions! The singing of our national anthem by one of our own Charity Benevelli-Zaczek and the Announcing by Customer Care employee Roy Herman got the crowd motivated for the start of the race. Following the race, participants took advantage of our partnership with Famous Dave's to grab their BBQ sandwich and two sides! Participants provided excellent feedback on the quality of the race, pre and post-race festivities and vowed their participation in next year's event. Plans are already underway for Parkie's Famous 5k/10k on Saturday, August 22, 2020.

Aquatics

Aug-19		2018 Month Actual	Previous Month Actual	August Actual	August Projected	2019 YTD Actual	2019 YTD Projected	2018 YTD Actual
Annual Aquatic Memberships	New	32	86	11	18	393	451	544
	Renew	74	197	74	77	1,047	1,009	1,111
Pelican Pass Memberships		0	61	0	0	2,469	2,335	3,888
Open Play/Aquatic Membership		0	2	0	2	15	12	14
	Total	106	346	85	97	3,924	3,807	5,557
Cancellations		NA	8	46	30	1050	119	NA
Membership Admissions		6,399	10,889	4,858	4,500	33,409	31,944	35,901
Daily Admissions	Resident	8,318	4,323	2,091	1,600	10,513	8,100	43,118
	Non-Resident		11,056	5,054	6,000	27,057	28,050	
Complimentary Admissions		1,341	1,529	1,355	50	3,985	475	4,494
Swim Lessons	Visits	1,072	3,503	449	450	13,202	11,300	19,738
	New Registrants	0		0	0	2,985	3,938	NA
Swim Team	Visits	0	1,530	0	0	6,179	6,770	4,385
	Team members	0	90	18	15	117	185	NA
Special Events		0	1,283	0	0	1,682	1,475	234
LCSRA Attendance		87	402	88	80	1,172	640	1,898
Group Parties	Guest count	2,926	4,658	2,353	3,200	12,253	11,530	12,559
	Bookings		109	57	50	243	148	201
Private Parties	Guest count	1,109	800	718	550	4,489	4,260	9,440
	Bookings		11	9	11	76	85	73
Birthday Parties	Guest count	718	688	525	570	5,271	9,431	6,848
	Bookings		37	26	38	257	266	269
Total Attendance		21,970	40,661	17,491	17,000	119,212	113,975	138,615

Memberships

- Pelican Harbor annual memberships finished the month lower than expected, coming in 12 short of the target. As expected, no Pelican summer passes were sold for the month as summer draws to a close. Staff is actively working to let seasonal pass holders know that they can upgrade their seasonal membership to an annual membership through a mailer to each pass holder.

Daily Admissions

- Daily admissions for August held strong, despite a three-week indoor shutdown. Total daily admission guests totaled 7,145 vs 7,600 targeted.

Birthday Parties, Private Rentals, and Groups

- Birthday parties saw 26 bookings with 525 participants. This is lower than our prediction of 38 parties for the month. Staff did have to cancel parties due to weather conditions and the three week shutdown created fewer opportunities for booking.

- There were 9 private rentals in August with 718 paid participants vs 550 expected participants. While there were two fewer parties than expected, the extra guests at the parties held helped overall revenue. Staff is pleased with this number due to the indoor pool closure and weather conditions.
- Group parties/reservations totaled 57 in August with 2,353 participants.

Lessons, Swim Team and Special Events

- Swim lessons concluded on August 4 and will resume September 7. It was a great summer session. Participants commented positively on the addition of mermaid swim lessons, Parkie's transition class, and different class offering times.
- Swim team is on break for August. They resume September 9 with stroke clinic and team practices start in early October with the first home meet on October 19.
- Great Lakes Lap Swim Challenge had 8 participants. The top finisher swam 1,700 laps from August 5-23.

Museum

2019	August		YTD			August		YTD	
OAKS	Projected	Actual	Projected	Actual	LAKES	Projected	Actual	Projected	Actual
Birthday Parties	4	2	25	16	Permits ResID-Annual	10	6	174	146
Summer Camp participants	30	108	430	545	Permits Fee-Annual	4	6	118	113
Environmental Education Programs	5	4	42	28	Permits ResID-Daily	30	35	170	153
Facility Rentals	4	1	35	24	Permits Fee- Daily	100	75	446	308
Scout Groups	3	0	25	12	Derby Revenue	\$ -	\$ -	\$ 2,750.00	\$ 1,060.00
Group Programs	13	4	90	51	Tackle	\$ 500.00	\$ 316.00	\$ 2,500.00	\$ 1,469.75
Outreach Programs	3	0	23	15	Bait	\$2,700.00	\$2,692.75	\$ 15,500.00	\$ 12,136.00
Team Building	2	0	17	0	Pole Rentals	42	60	210	171
Ancillary Camps	0	0	115	101					
Snore & Explore	4	0	23	2					

Birthday Parties

- Staff hosted a Mad Scientist and an Archery party in August. Highlights include:
 - Ten 7 year olds did several messy experiments including the infamous Mentos and soda explosion.
 - Fifteen 8 year olds learned the basics of archery and then had fun shooting at different targets including balloons filled with baby powder.

Nature Programs

- Staff taught two free EE programs, and two paid programs this month. Highlights include:
 - Discovery Club saw 4 participants learned about several different types of insects.
 - Eco Tots learned about birds, did a bird craft and went on a bird identification hike.
 - Otis' Nature Tales learned about insects, read an insect story and then went on a short hike to find insects.

Groups

- 4 groups visited Oaks this month highlights include:
 - Sertoma did several teambuilding activities.
 - Ray Graham (2) and LCSRA all learned the basics of fishing and manage to catch a few fish.

Camp

- August saw 108 campers. For the entire camp season we had 545 campers with an 84% capacity.

Hidden Lakes

- The next Fishing Derby is September 21 from 3-6 pm.

Special Recreation Division (LCSRA)

- The LCSRA Sensory Room Capital Campaign continues and is currently just over \$14,000! Follow the campaign at www.lcsrasensoryroomcampaign.org.
- The Concession Stand/Bake Sale will be held on Saturday, November 2. Mark your calendar for your baked goods donation, and then join us on Saturday for a delicious lunch and to eat some great treats!
- Fall staff training occurred on Wednesday, September 4 and Tuesday, September 11. Staff are ready to deliver a variety of programs to our participants this season.
- Inclusion aides have supported 19 children in Bolingbrook & 1 child in Plainfield in August in the following programs: REACH, preschool, swim and gymnastics.

Upcoming Dates:

September 25 – Cruisers joint SRA field day at Annerino Community Center

General Programming

- On August 14 the Community Cruisers Day Program group held their annual car wash at Annerino Community Center. Everyone had a blast washing cars. The group raised \$495! The money raised will go towards extra activities & supplies for the groups.
- The Community Cruisers Day Program will be hosting a joint SRA field day on September 25 at Annerino Community Center. The day will include a variety of games and activities that will focus on team work, friendly competition, and physical endurance.
- LCSRA is offering a one day event every month for youth to enjoy. These include Back to School BBQ, Football Game, Joint SRA Fall Fest, Pumpkin Decorating, Friendsgiving and the Holiday Gift Exchange. This is a great way to make new friends or build upon lasting friendships while trying an LCSRA program. Come join the fun!
- LCSRA is happy to announce the continuation of the youth sports and fitness classes. Getting into shape and unplugging from the world around us is a great skill to teach at a young age. This fall will focus on learning the skills for various sports and increasing cardio capacity.

Athletics

- From September 7 to September 8, four athletes from LCSRA competed at the Special Olympics Outdoor Sports Festival in Decatur. Andre Dagnino of Plainfield earned a silver medal and Erik Prull of Plainfield earned the gold medal. Unified father-daughter team Ralph and Abby Kunz of Bolingbrook earned silver medals. Congratulations athletes!
- Fall brings the start of three competitive sports teams seasons; swim team, tennis and bowling, along with floor hockey athletes who will participate in skills competitions.
- On Sunday, September 14, LCSRA watched the Chicago Fire take on FC Dallas at Toyota Park in Bridgeview at the annual Chicago Fire SRA Day,

MARKETING AND CUSTOMER CARE

Bolingbrook Park District Marketing Initiatives

- Grove Dental has notified staff that they would like to secure the inside front cover full-page ad for the entire 2020 brochure series. This brings in \$5,200 in advertising revenue for the year.
- Around 250 attendees came out to enjoy Bolingbrook Park District's Day of Play on August 24. The day began at Poplar Park and then moved to Jaycee Park, Lily Cache Greenway Park and Heritage Park. Attendees played on the new play features, participated in games, and enjoyed ice cream provided by the Foundation for Bolingbrook Parks.
- A total of 970 postcards were sent to unique Pelican Pass member households offering them the opportunity to upgrade to an annual membership. Households that upgrade before October 31 will receive a free month on their membership.
- Final plans have been made for Bolingbrook Park District's 50th Anniversary. Initial work leading into the anniversary year has begun. Below are the three 50th Anniversary logo options that will be used throughout 2020. Different versions were created to use on various mediums.



Customer Care Team

Location	Total Calls Received in August	Total Transactions in August
Annerino Community Center	3,433	\$134,797
Bolingbrook Recreation & Aquatic Complex	2,176	\$80,792
LifeStyles Fitness Center	1,715	\$45,515
Hidden Oaks Nature Center	273	\$2,066
Monthly Total	7,597	\$263,170
YTD Total	52,489	\$2,035,369

BOUGHTON RIDGE GOLF COURSE & ASHBURYS



August Preliminary 2019	2019	2019			YTD	YTD		YTD	2019 vs.
	Month Actual	Month Budget	Var	%	2019 Actual	2019 Budget	%	2018	2018 Actual
Golf Greens Fees Revenue	\$40,851	\$45,891	-5,040	-12.3%	\$164,696	\$188,358	-14.4%	\$181,192	-10.0%
Golf Rentals	\$16,681	\$19,215	-2,534	-15.2%	\$63,691	\$76,677	-20.4%	\$70,162	-10.2%
Pro Shop Revenue	\$3,237	\$2,500	737	22.8%	\$11,830	\$10,556	10.8%	\$8,681	26.6%
Restaurant Food Revenue	\$26,858	\$31,313	-4,455	-16.6%	\$173,134	\$198,708	-14.8%	\$195,451	-12.9%
Restaurant Liquor Revenue	\$33,594	\$34,668	-1,074	-3.2%	\$194,108	\$213,778	-10.1%	\$212,454	-9.5%
F & B Event Revenue	\$6,000	\$6,100	-100	-1.7%	\$43,689	\$40,026	8.4%	\$35,432	18.9%
Banquet Revenue (Food and Bev)	\$18,750	\$26,880	-8,130	-43.4%	\$140,572	\$138,080	1.8%	\$112,031	20.3%
Total Revenue (after comps)	\$153,953	\$178,297	-24,344	-15.8%	\$842,183	\$932,773	-10.8%	\$879,773	-4.5%
Payroll Expense	\$54,851	\$56,104	-1,253	-2.3%	\$365,490	\$367,871	-0.7%	302,483	17.2%
Est. Food and Bev COGS	N/A	32.0%			N/A	33.7%		32%	1.4%

Preliminary Golf and Restaurant Monthly Performance

- **Overall Revenue**
 - August is below target by 15.8%. YTD remains behind target by 11% and last year by 4.5%.
- **Greens Fee Revenue**
 - August is below target by 12%. YTD is below by nearly 14%. We are still down from last year by 10%.
 - Lower greens fee revenue has been a Chicago area trend all of 2019, mainly due to weather.
- **Restaurant Food Revenue**
 - August is below target by 16%. YTD is also down by 14.8%, and tracking behind last year by 13%.
- **Restaurant Liquor Revenue**
 - August is slightly below at target at 3.2%. YTD is below target by 10%, and tracking behind last year by 9.5%.
- **Banquet Revenue**
 - August is below target by 43%. YTD is up by 2% and tracking ahead of last year by nearly 20%.
- **Operational Expenses**
 - Operational expenses are still coming in at the time of reporting. Final monthly expenses have been tracking under all year and are looking to continue this trend for August.

Amendment to Management Agreement

- The current contract for Management Services for Boughton Ridge Golf Course between Bolingbrook Park District and KemperSports expires December 31, 2019. Staff is recommending an amendment to the contract, extending one year to a December 31, 2020 expiration date. This contract amendment has an automatic option for an additional year (2021) unless BPD notifies KSM of non-renewal. There are no article changes to the contract with the exception of the extended expiration date.

Staff Recommendation: Motion to approve Resolution 19-29 approving Second Amendment to the Contract with KemperSports Management regarding Management of Boughton Ridge Golf Course and Ashbury's.

Ashbury's
at Boughton Ridge

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Every NFL Sunday!

Miller Lite Draft
Pints \$2 · Pitchers \$8

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COMEDY NIGHT
DOORS OPEN @ 7:30 PM · SHOWTIME 8:00-10:00PM

FRIDAY, OCTOBER 11

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XAVIER LAMONT

HOSTED BY
RALPHIE ROBERTS

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NIGHT GOLF**

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Bolingbrook's home of fun, food and golf!

Saturday, October 19

6:00 pm Shotgun Start · 9 Hole Scramble

\$30 per player

Beverage cart available on course!

Join us for dinner at Ashbury's before and after golf

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Friday, October 25
Live Music 6 pm-8 pm

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