

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Workshop Meeting Agenda**  
**February 20, 2025**  
**6:30 PM**

1. Call to order
2. Roll call
3. Approval of Agenda
4. District Operations and Activities Update
5. Public Comment
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**  
**February 20, 2025**  
**7:00 PM**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of:
  - A. Monthly Board Workshop Meeting Minutes of January 16, 2025
  - B. Monthly Board Meeting Minutes of January 16, 2025
6. Correspondence to Board from the Public
7. Public Comment
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 \$832,253.20, subject to audit.
11. Committee Reports
  - A. Administration and Personnel – **Commissioner Vastalo**
    - *Motion to approve Ordinance 25-04 authorizing amendment to Personnel Policy regarding Change of Qualification Rate of Illness and Injury pay for Full-time Employees.*
  - B. Finance and Technology – **Commissioner McKay**
  - C. Buildings, Grounds, and Natural Resources – **Commissioner McVey**
    - *Motion to approve Resolution 25-03 authorizing the 2025 purchase of playground equipment for Gateway Wetlands Playground from Kompan, Inc. of Austin Texas.*

- *Motion to approve Resolution 25-04 authorizing the purchase of playground equipment for Knights of Columbus from Landscape Structures, Inc. of Delano, Minnesota.*
- *Motion to approve Resolution 25-02 awarding a contract in the amount of \$161,000.00 to Mid-America Pool Renovation, Inc. (Grandview, Missouri) for the indoor Pelican Harbor leisure pool resurfacing 2025 project.*

D. Recreation – **Commissioner Hix**

- Pre School/Early Childhood
- Dance/Theatre
- Gymnastics/Cheer/Ninja
- REACH/Daycamp/Enrichment
- Adult Trips
- Youth and Teen Programming
- Community Events

E. Facilities – **Commissioner Hix**

- Fitness
- Aquatics
- Athletics

F. Marketing – **Commissioner Andrews**

G. Golf Course and Ashbury’s – **Commissioner Andrews**

H. NWCSRA - **Commissioner Andrews**

12. Unfinished Business

13. Public Comment

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.
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- (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.

# ADMINISTRATION AND PERSONNEL

## Administration

### ***Personnel Policy Update***

- Providing illness and injury pay is a benefit that the Bolingbrook Park District Human Resources team has documented as important to our employees. We are recommending the following change to our Illness and Injury Pay policy to extend the same illness and injury pay accrual rate to new employees rather than the current policy of a reduced rate for their first year of employment to remain competitive with other employers and to treat new employees equally in regards to illness and injury pay.

***Staff Recommendation: Motion to approve Ordinance 25-04 authorizing amendment to Personnel Policy regarding Change of Qualification Rate of Illness and Injury pay for Full-time Employees.***

### ***Bolingbrook Area Chamber of Commerce “A” Team Members***

- The Park District now has 10 members of the Bolingbrook Area Chamber of Commerce Ambassador “A” Team. Beth Benner, Dave Burisek, Debbie Chase, Chavonda Cochran, Hannah Grise, Susan Meier, Lucas Sefcik, Mike Selep, Kim Smith, and Kai Wahlgren. The 21 member “A” team is a group of individuals that officially welcome and engage all members (especially new members) into the chamber, serve at and support chamber events to build relationships for and with the business community. This will allow staff from the park district to work in tandem as a group of ambassadors to cover the vast majority of chamber events to connect with members of the business community and help promote interaction with the park district and the larger Bolingbrook community.

### ***Safety Updates***

- Staff were introduced to an updated Safety Training Matrix that assists management staff in differentiating to prioritize and categorize trainings for their employees into trainings that are mandated by law for all employees as top priority, second priority trainings as those that are recommended by PDRMA for all employees and third, that are due to law as compared to PDRMA recommended trainings.

# FINANCE AND TECHNOLOGY

## *Business and Technology*

### *Business Statistics*

- 10 business support tickets were completed in December
- Activity as of 12/31/2024
  - 218 journal entries processed
  - Accounts Payable \$612,258
  - Cash Receipts \$214,621
  - Payroll Wages net \$326,820
  - Payroll Liabilities \$169,749

### *Technology Statistics*

- 60 standard refunds were processed
- 9 household credit refunds applied
- 2 activity transfers processed
- 94 support tickets were completed in December
- 1 new employee access training

### **Internal Audits**

BRAC All Day	Balanced
PH All Day	Balanced
Aquatics Purchasable Uniforms	Balanced

# BUILDINGS, GROUNDS & NATURAL RESOURCES

## *BGNR Operations*

### *Approvals*

#### ***Gateway Wetlands Park Playground Purchase***

- Upland Design designed this playground using Kompan equipment. The net structure recommended for this park elevates nineteen (19) feet from surface to top of peak. This will be a first of its kind with the Bolingbrook Park District. The colors selected will work to blend in with the tree canopy of playground area. Equipment is being purchased through OMNIA Partners cooperative purchasing program that competitively bids equipment on behalf of its members. After the OMNIA discount, the total cost of all equipment is \$67,275 in which the district received a savings of 28% (\$23,100). A Resolution including playground renderings and equipment cost is included in this Board packet.

*Staff Recommendation: Approve Resolution 25-03 authorizing the 2025 purchase of playground equipment for Gateway Wetlands Playground from Kompan, Inc., of Austin, Texas*

#### ***Knights of Columbus Park Playground Purchase***

- Upland Design designed this playground using Landscape Structures equipment. Equipment is being purchased through Sourcewell cooperative purchasing program that competitively bids equipment on behalf of its members. After the Sourcewell discount, the total cost of all equipment is \$77,234 in which the district received a savings of 6% (\$4,532). A Resolution including playground renderings and equipment cost is included in this Board packet.

*Staff Recommendation: Approve Resolution 25-04 authorizing the 2025 purchase of playground equipment for Knights of Columbus from Landscape Structures, Inc., of Delano, Minnesota*

#### ***Indoor Pelican Harbor Leisure Pool Surfacing 2025***

- The 2025 work plan is to remove the current indoor Pelican Harbor diamondbrite surfacing of the leisure pool and replace it with an Interglass system. If replacing the current system with diamondbrite, the Park District would receive an eight-year warranty. The newly specified Interglass system provides the Park District with a twenty-five-year warranty. Staff visited sites that currently utilize the Interglass system and agree it would be a positive change for the district. Reference phone calls to those agencies currently utilizing the Interglass system also came back positively. Interglass is used in other Parks & Recreation agencies, along with the hotel industry.

The low bid of \$161,000.00 was provided by Mid-America Pool Renovation, Inc. Mid-America Pool Renovation, Inc. has completed similar work for the Park District in the past with quality results. The work is scheduled to occur during the indoor PH pool shutdown starting Monday, August 4 and being completed by August 13.

#### Base Bid Summary

Mid-America Pools, Inc. \$161,000.00

***Staff Recommendation: Approve Resolution 25-02 awarding a contract in the amount of \$161,000.00 to Mid-America Pool Renovation, Inc. (Grandview, Missouri) for the Indoor PH Leisure Pool Resurfacing 2025 Project.***

### ***General***

- Staff helped out at Winterfest on Saturday, February 1 at the Annerino Community Center. The BGNR staff moved over games/supplies for the event and also helped out working activities during the event.
- BGNR staff have been worked extended hours the past several weeks to keep up with snow and ice storms experienced. Most storms have been small in terms of accumulation; however, salt, brine, and/or snow plowing have been needed.
- Managers are working with vendors for 2025 equipment and vehicle orders.

### ***Buildings***

- Indoor/ Outdoor Pools – Research, preparation and ordering is taking place for current and summer projects. Ordering heat exchangers for August shutdown replacement. Outdoor River bubbler ordered and scheduled for replacement when weather permits. Installing a vent louver for air circulation in pump electrical room to provide better airflow and reduce the risk of overheating that could cause damage to main breakers, feeds and electrical panels and several other parts, materials, and upcoming projects.
- Annerino Community Center building technicians removed old sinks and counters in men's/woman's bathrooms to provide easy install by contractor with new. Building technicians installed new drain plumbing and faucets.
- Building staff are staying busy doing day-to-day cleaning and various project at the different locations.

### ***Parks/Athletics***

- Staff continue with winter projects: painting park ID signs, picnic table repairs, and other various jobs that can be done in the shop.
- Staff are still out inspecting and repairing playgrounds as needed.

### ***Athletics***

- Staff have repaired and put together soccer goals for the upcoming season.
- Staff will be repairing fences on tennis/pickleball courts, baseball/softball backstops, and other athletics areas with fencing around it.
- Staff are ordering materials and supplies for sport fields, playgrounds, and sports courts.
- Outside rotted old bleacher wood has been replaced at several of the parks.



- In the coming weeks park staff will be meeting with BYBL & BSC to talk through the upcoming spring/summer season.

### ***Natural Resources, Horticulture & Turf***

- The NRHT staff have been working hard on tree maintenance this winter.
- The horticulture and turf crews have been pruning trees in all parks between Schmidt Rd. and Veterans Parkway.
- The natural resources crew has been clearing invasive tree and shrubs along the Lily Cache Creek at Knights of Columbus and Jaycee parks. They have also been working on removing dead and hazardous trees in parks.
- The Bolingbrook Park District has been awarded \$25,000 for the removal of dead and hazardous trees from Trees Forever with funding provided by the United States Forest Service Urban and Community Forestry Inflation Reduction Act. Homer Tree Care will be removing dead and hazardous trees along the western trail at Knights of Columbus as part of this grant in the next month.

### **Project Updates**

- Bathroom partitions at Central Park Concessions and Indian Boundary Comfort Station have been replaced.
- Counters, sinks and faucets at the Annerino Community Center have been replaced. Current counters were from 1999 facility renovation.
- Counters, sinks and faucets at Bulldog Park have arrived. Staff are waiting for warmer weather to install prior to the softball season. The replaced partitions were original to Bulldog Park.
- Staff contracted with Synergy Sports Charlotte, LLC to perform a feasibility study to review the economic, financial benefits to modify Trojan Football field at Central Park into a multisport turf facility (soccer/football and other possible amenities). More details to come upon completion of study. Study findings will assist staff in reviewing our long-term plans in accordance with the community-wide survey results.
- Staff are continuing to work with the Village of Bolingbrook to review the Lily Cache trail renovations project. Staff are anticipating bringing the Upland Design contract to the Board at the March meeting to review and begin engineering / architectural services.
- Bids went out for the Roof Replacements project. Bid opening is set for late February with anticipated Board recommendation at the March meeting. This bid is to replace the asphalt shingles at multiple roofs throughout the district. Work is scheduled for Spring / Summer months as weather conditions allow.
- Bids went out for Sealcoating 2025 with the bid opening scheduled for late February. This is the district's annual sealcoating project. Work to take place Summer / Fall months as weather allows.
- Gym curtain / hoop motors at the Bolingbrook Recreation and Aquatic Complex (BRAC) have been replaced. The replaced motors were originals from when BRAC was constructed in 1996. Additional safety measures were installed alongside the project.

# RECREATION AND FACILITIES

## Recreation Division

### *Pre School*

- Preschoolers are looking forward to celebrating Valentine's Day by sharing Valentines with their friends. Priority registration for the 2025-2026 school year for current Preschool and Little Learners families runs February 12 – February 25.
- Preschool Parent Information Night at Annerino will be on Wednesday, February 19 and BRAC will have a make-up date prior to March 12 for potential new families to join the Preschool Program for the 2025-2026 School Year. Curriculum concepts, daily activities and registration information are discussed. Registration open to all for the 2025-2026 School Year begins on March 12, 2025 at 10:00 am.

### *Early Childhood*

- Early childhood programs are doing well with 71 children enrolled in Little Learners for the January and February sessions with February still accepting registration. Other early childhood class enrollment totals are at 108. These classes include parent/child activities.

### *Dance*

- Classes began on January 11. There are currently 125 registered for our youth departmental classes, 26 registered for our adult classes, and 30 registered for Powerdance (18 at Pioneer and 12 at Jonas Salk). The next session of Early Childhood, Powerdance, and adult dance classes begins on March 8.
- The Dance Company had a blast at their first performance of 2025 on Saturday, February 1 at Winterfest. Dance Company dancers will showcase all they have been working on since July at the Dupree Dance Competition/Convention March 14-16 in Lombard.

### *Theatre*

- Rehearsals for Finding Nemo Kids began on January 9. There are 27 kids in the cast.
- Improv class began on January 9, there are 3 registered. Mini Broadway Stars classes began on January 15, there are 4 registered. The next session of Improv and Mini Broadway Stars begins March 12 and 13.

### *Gymnastics/Cheer/Ninja*

- Currently enrollment for the winter session is at:
  - Preschool: 1010
  - Developmental: 210
  - Team: 29
  - Ninjas: 109

- The gymnastics team first meet of the season will be on January 26 at Riverside Brookfield High School. They had a great start to kick off their 2025 season. On February 16 they traveled for their 2nd meet of the year up in Grayslake, IL.
- The gymnastics team will be having their yearly team pictures of February 24 and 25 with Visual Image Photography.
- On Tuesday, February 18 we hosted a one-hour Parent Tot Pop In.
- We will be hosting our St. Patrick's Day themed gymnastics meet at Annerino Community Center on Saturday, March 8. A morning competition will begin at 9:30 am, followed by an afternoon session at 1:30 pm.
- January Party Stats: Nerf/Ninja/Gymnastics: 6 parties / 90 guests.

## ***REACH***

- Enrollment for the 2024-2025 school is up for the two sites, Pioneer and Jonas Salk Elementary School. Pioneer currently has 102 children registered compared to 97 last year, and Jonas Salk has 49 children registered compared to 46 last year. Registration is still on-going, and new students are continually being added.

2024-2025 Pioneer										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
5 Day AM	14	16	19	19	18	18				
5 Day PM	23	25	26	26	25	29				
5 Day AM/PM	22	22	25	24	24	24				
5 Day Total	59	63	70	69	67	71	0	0	0	0
3 Day AM	6	6	6	6	6	6				
3 Day PM	15	15	15	15	16	16				
3 Day AM/PM	10	10	8	8	8	9				
3 Day Total	31	31	29	29	30	31	0	0	0	0
Totals	90	94	99	98	97	102	0	0	0	0

2024-2025 Jonas Salk										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
5 Day AM	7	7	6	6	6	6				
5 Day PM	4	6	7	7	8	10				
5 Day AM/PM	17	17	15	15	15	15				
5 Day Total	28	30	28	28	29	31	0	0	0	0
3 Day AM	1	2	2	2	2	2				
3 Day PM	9	10	12	13	13	13				
3 Day AM/PM	3	3	3	3	3	3				
3 Day Total	13	15	17	18	18	18	0	0	0	0
Totals	41	45	45	46	47	49	0	0	0	0

## ***Day Camp***

- Camp Alotta Fun registration officially opened on January 1. The summer season planning is currently underway. Last year, mini trips were added every week for the 7<sup>th</sup> and 8<sup>th</sup> grade teen group and proved to be successful. This year, teens will have service projects added as some of their mini trips that are scheduled weekly.

- Camp is offering for the second year a “Camp Connections Add-On”. This will allow students participating in the VVSD Summer Connections program in June to also attend Camp Alotta Fun. The “Camp Connections Add-On” fills a need for working parents, or anyone who wants their child to attend both programs

### ***VVSD 21<sup>st</sup> Century Grant Program***

- The spring session of the Connections program through Valley View School District resumed on Monday, February 3. This session, each of the 7 elementary schools in the program will receive 10 enrichment classes, and the 3 middle schools will receive 3 classes each. Enrichment class topics this session include: nature, dance, sports history, first aid, trivia and crafting programs.

### ***Youth***

- Programs for winter have above average enrollment with 3 classes offered and total enrollment of 25 children.

### ***Archery Program & Events***

- Glow Night Archery was held on Friday, February 7 with 10 participants. This adults-only event included a beginner safety-lesson and UV lighting with fluorescent decorations.

### ***Enrichment Programs***

- Winter Slime & Sensory Time was held on Saturday, February 7 with 20 participants. Children aged 3-5 and their parents engaged the 5 senses with a craft and games.

### ***Free Community Events***

- Winterfest was held on Saturday, February 1 at Annerino Community Center. Winterfest featured the brand-new Imagination Playground Blocks, indoor snowball fights, a BPD Dance Company performance, rock wall climbing, games for all ages, and participation from seven community partners. A special thanks goes out to Ashbury’s and Parlor Donuts for donating refreshments during the event. Attendance was estimated between 1,500 and 2,000.
- Nature Valentines was held on Saturday, February 7. There were over 50 in attendance with 37 pre-registered for this annual event. Participants listened to a short story before crafting unique, nature-themed Valentines cards for their loved ones.

### ***Volunteer Engagement***

- On June 14, all Bolingbrook residents are invited to participate in the Community Project: Park Clean Up Day, promoted online and in the spring brochure. Interested residents can register online to receive a free Clean-Up Day kit, then spend an hour or two picking up litter around their local park.

- Twenty-six teens from Bolingbrook High School volunteered at Winterfest on Saturday, February 1.
- 10 teens from Bolingbrook High School signed up to volunteer at the VVSD Family Glow Night on Thursday, February 20.

## *Athletics*

<b>Winter 2025</b>							
<b>Jan-25</b>		<b>2024 Season Actual</b>	<b>Current Season Actual</b>	<b>Current Season Projected</b>	<b>2025 YTD Actual</b>	<b>2025 Projected</b>	<b>2024 Actual</b>
<b>Adult Athletics</b>	<b>Softball</b>	N/A	N/A	N/A	N/A	66	59
	<b>Flag Football</b>	N/A	N/A	N/A	N/A	20	20
	<b>Volleyball</b>	23	28	25	28	53	51
	<b>Basketball</b>	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total</b>		23	28	25	28	139	130

- The Adult Co-Rec Volleyball League winter season started on Thursday January 16, there are a total of 28 teams split amongst four divisions.
- The Spring/Summer Adult Softball league registration is currently open until March 28.
- The Spring/Summer Men's Adult Flag Football league registration is currently open until March 21.
- The adult Pickleball instructional classes has a total of 20 participants split between two classes.

## *Youth Athletics*

### *Day One Sports*

<b>Winter 2025</b>							
<b>Jan-25</b>		<b>2024 Season Actual</b>	<b>Current Season Actual</b>	<b>Current Season Projected</b>	<b>2025 YTD Actual</b>	<b>2025 Projected</b>	<b>2024 Actual</b>
<b>Day One Sports Academy</b>	<b>Basketball</b>	44	44	50	44	310	307
	<b>Soccer</b>	48	34	50	34	330	342
	<b>Parents Tot Sports</b>	13	5	15	5	60	59
	<b>T-Ball &amp; Baseball</b>	N/A	N/A	N/A	N/A	100	108
	<b>Flag Football</b>	N/A	N/A	N/A	N/A	70	67
	<b>Volleyball</b>	11	10	15	10	40	36
<b>Total</b>		116	93	130	93	910	919

- Day One Sports Academy has a total of 93 participants through our winter session, this session is set to end the week of February 10.
- The Spring session of Day One Sports Academy is currently open for registration and is set to begin the week of March 3.
- From February through April a few of the Day One Sports Academy Coaches are going to help out with the VVSD 21<sup>st</sup> Century Grant Program by providing lessons on Sports History as well as Sports activities.

### ***Martial Arts***

<b>Winter 2025</b>							
<b>Jan-25</b>		<b>2024 Season Actual</b>	<b>Current Season Actual</b>	<b>Current Season Projected</b>	<b>2025 YTD Actual</b>	<b>2025 Projected</b>	<b>2024 Actual</b>
<b>Martial Arts</b>	<b>Karate</b>	183	184	180	184	700	701
	<b>Modern Arnis Filipino</b>	7	9	5	9	20	41
	<b>Tae Kwon Do</b>	19	26	20	26	75	90
	<b>Victory Mixed Martial</b>	19	37	25	37	125	132
<b>Total</b>		228	256	230	256	920	964

- All of the Martial Arts program offerings have exceeded their projected numbers for the Winter session by a total of 26 participants.
- Victory Mixed Martial Arts will be transitioning from Wednesdays to Thursdays starting in the Summer of 2025.

### ***Climbing Wall***

- Climbing Wall Birthday Parties will be offered in addition to our current Birthday Party options. Parties will consist of an hour of climbing time for a maximum of 15 participants and an hour of celebration time. Parties will be offered on Saturdays from noon to 2:00pm.

### ***Racquetball & Wallyball Courts***

- The Annerino Racquetball & Wallyball Courts have brought in 68 rentals throughout the month of January.

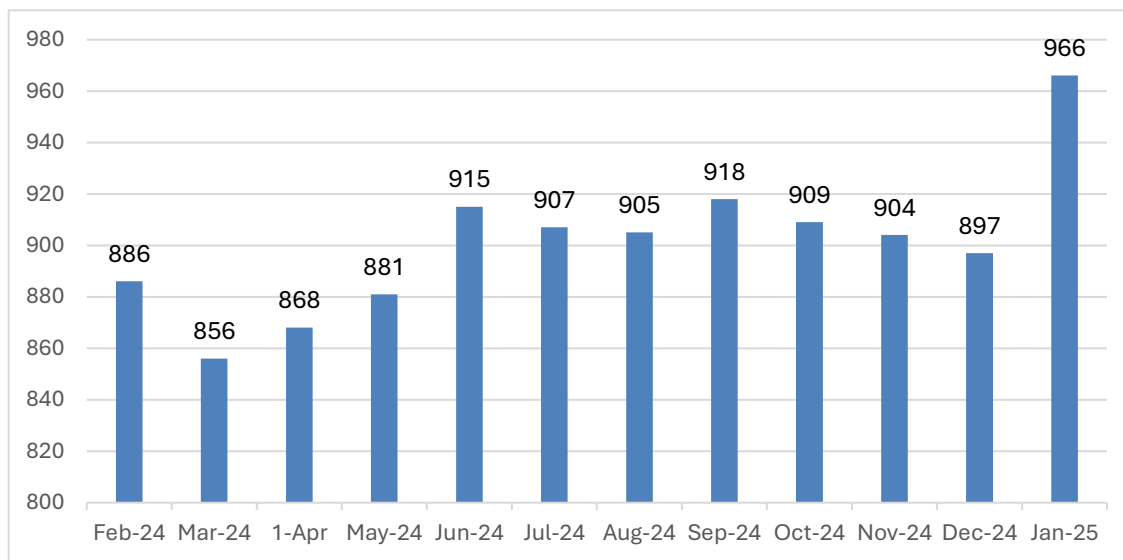
## Winter 2025

<b>Jan-25</b>		<b>2024 January Actual</b>	<b>January Actual</b>	<b>2025 YTD Actual</b>	<b>2025 Projected</b>	<b>2024 Actual</b>
<b>Racquetball Court Rentals</b>	<b>Racquetball</b>	38	38	38	200	302
	<b>Wallyball</b>	43	30	30	500	364
<b>Total</b>		81	68	68	700	666

## Facilities Division

### *Fitness*

- January recorded 168 memberships: 97 new memberships and 71 renewals.
- Lifestyles fitness recorded 6,208 visits to the fitness center and 4,078 group fitness visits for a total of 10,286. This compared to 4,748 Lifestyle visits and 3,221 GX visits last year.
- Lifestyles had 5,133 fitness center door Visits: 1,075 checked in at the Pelican Harbor doors.
- In total, year-to-date, Lifestyles has 966 annual members, 945 annual and 21 corporate annuals. 13-month retention figures are at 71% for annual members.



### *Special Events and Promotions*

- Fitness Manager, Dave Burisek will be the speaker at the Bolingbrook Rotary Club on Feb. 11.
- Fitness staff will speak at the Bolingbrook Women's Club on Feb. 12.
- February 14 will be a Lifestyles Valentines Day Potluck.
- Level Up Challenge – January 1 – February 28 everyone could use a little extra incentive to help push through your fitness goals. The Lifestyles Level UP Challenge is here to help you do that. Join us with this interactive challenge using the Goosechase App. There will be opportunities to win prizes, including fitness tools and cash prizes. **Top cash prizes are \$250, \$125 and \$75.** Each week, multiple challenges will be released focused on improving your fitness. Challenges range from simple to more challenging. You will receive points for each completed challenge. Prizes are awarded based on point total.
- February 21 is Rockin Red Zumba – proceeds help U of Chicago/Advent Health Cardio Department.





# *Aquatics*

## *Pelican Harbor Indoor/Outdoor Aquatic Park*

### *Operations/Special Events*

- Hiring for the 2025 outdoor season is underway and Pelican Harbor has already reached 60% of the needed staff for the outdoor season as of January.
- Indoor pool will be open February 17 for Presidents Day with open swim from 12-8pm.

### *Memberships and Daily Admissions*

- Daily admissions brought in \$11,505 for the month of January 2025.
- Member attendance was 2,469 visits for the month of January 2025, compared to 2,214 visits in January 2024
- There was a total of 58 new and 45 renewed Pelican Harbor annual aquatic memberships for the month of January 2025.
- Pelican Harbor annual memberships made \$16,141,39 in revenue for January 2025.

### *Rentals, Birthday Parties and Groups*

- Birthday Parties and Private Rentals total for January 2025:
  - Birthday Parties: 22 parties/535 participants
  - Private Rentals: 8 rentals/379 participants
  - Group Outings: 3 groups/131 participants
  - Birthday Parties brought in \$16,355.50 for the total for January 2025.
  - Private rentals made \$6,537.50 for the total for January 2025.

### *Swim Lessons*

- 2025 swim lessons began on January 6, with 281 participants enrolled across all sections.
- In January, swim lessons brought in a total of \$22,645.58 in revenue. Year-to-date swim lessons have made a total of \$63,171.68.

### *Swim Team*

- On January 11, 13 Pelicans volunteered at the Northern Illinois Food Bank and packed a total of over 2,000 meals!
- On January 18, Pelicans hosted the Elk Grove Stingrays in competition.
- Pelican's will be hosting the Divisional Conference Swim Team Meet on March 1 at Pelican Harbor. Hosting 6 teams.
- 2025 Summer Season opened for registration on January 24. Pelican's Summer Swim Team is anticipating 60 participants.

## *Facilities Report – ACC and BRAC*

<b>Jan-25</b>		<b>2024 Month Actual</b>	<b>Previous Month Actual</b>	<b>January Actual</b>	<b>2025 YTD Actual</b>	<b>2024 YTD Actual</b>
<b>External BRAC Facility Rentals</b>	<b>GYM</b>	60	0	54	54	60
	<b>ROOMS</b>	16	0	10	10	16
	<b>Total</b>	<b>76</b>	<b>0</b>	<b>64</b>	<b>64</b>	<b>76</b>
<b>External ACC Facility Rentals</b>						
	<b>GYM</b>	1	0	7	7	1
	<b>ROOMS</b>	6	0	9	9	6
	<b>Total</b>	<b>7</b>	<b>0</b>	<b>16</b>	<b>16</b>	<b>7</b>
<b>Open Gym Punch Pass Purchases</b>						
	<b>Total</b>	0	0	2	2	0
<b>Daily Open Gym Admissions</b>						
	<b>Total</b>	334	0	776	776	334

\*Note, no previous month numbers due to the start of the new year 2025.

### *Staffing*

- Looking into hiring one MOD for Sunday mornings.
- Will be working on scheduling out yearly safety trainings.
- Hiring and training two new open play attendants.

### *Operations*

- Facility rental rates have gone up for both ACC and BRAC for 2025; \$5.00 increase for rooms and \$10.00 for gyms.
- Added extended hours for Open Play on the following early release days at ACC on February 12, February 17, and February 26.
- Added extended hours for Open Play on the following early release days at BRAC on February 12, February 17, February 26 and February 28.

### *Rentals*

- Annerino Community Center (ACC) Gym Rentals were \$510.00
- Annerino Community Center (ACC) Room Rentals were \$1,292.50
- Bolingbrook Recreation Aquatic Complex (BRAC) Gym Rentals were \$3,351.00
- Bolingbrook Recreation Aquatic Complex (BRAC) Room Rentals were \$1,972.50

### *Open Play*

- Open Play has made \$2,403.00 for the month of January 2025

# MARKETING AND CUSTOMER CARE

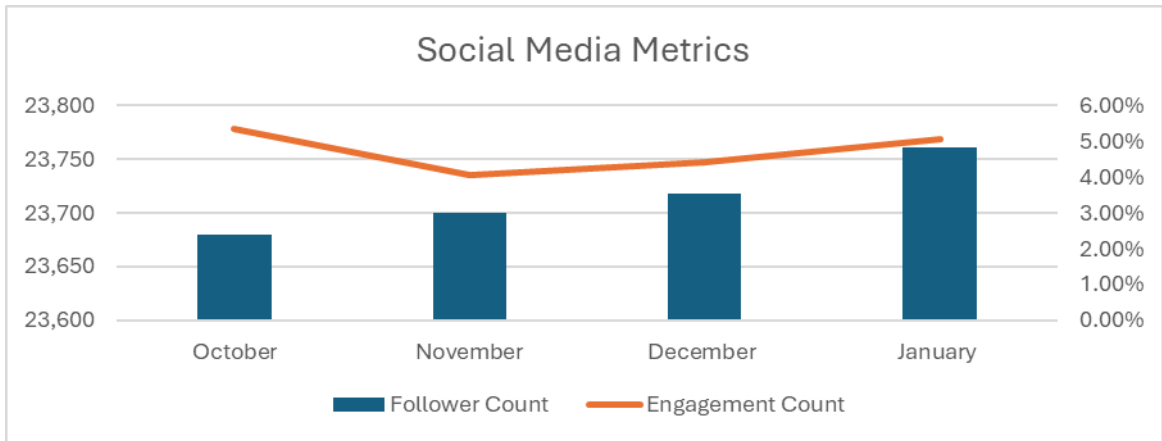
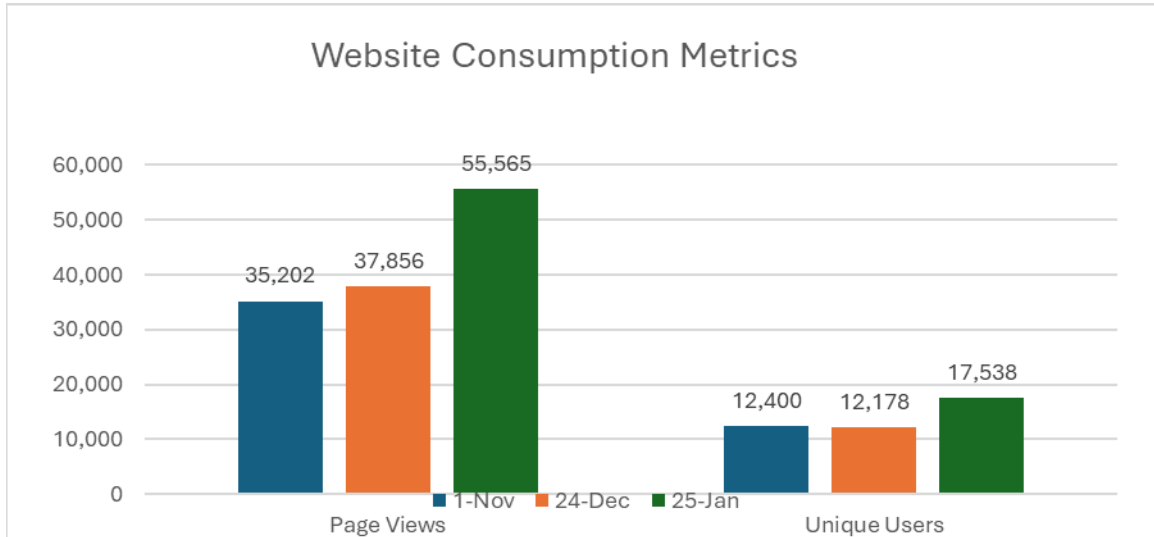
## Bolingbrook Park District Marketing Initiatives

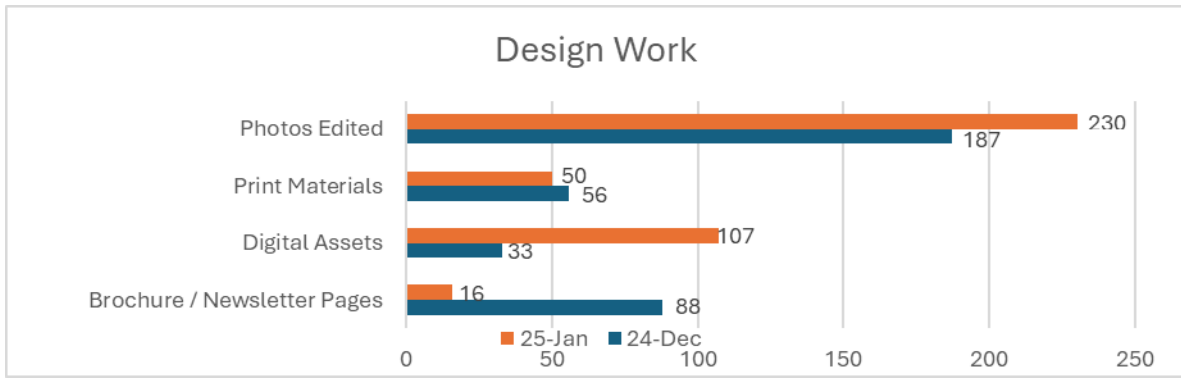
### ***Bolingbrook Bank & Trust Partnership Continues***

- Bolingbrook Bank & Trust has renewed their sponsorship for the Bolingbrook Park District Financial Assistance Program. They will also be hosting financial education seminars throughout the year.

### ***Bolingbrook Park District Secures Star 96.7 Studio Sponsorship***

- Bolingbrook Park District has secured the studio sponsorship media buy for March-August again. This buy includes mentions at the top of every hour (24 hours/day, 7 days/week) on Star 96.7. It also includes features on the station’s website. This buy allows the district to highlight different areas of the programming and facilities as well as drive people to our website.

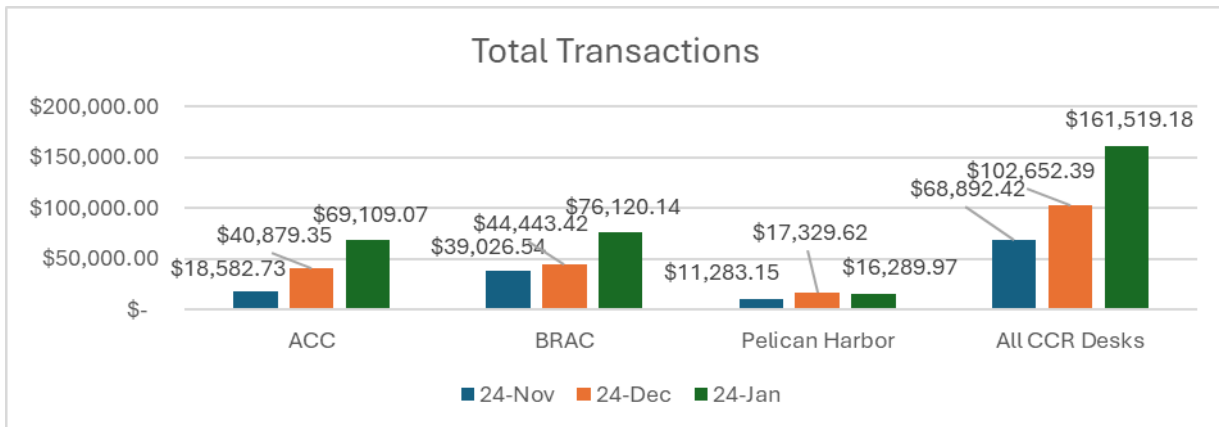
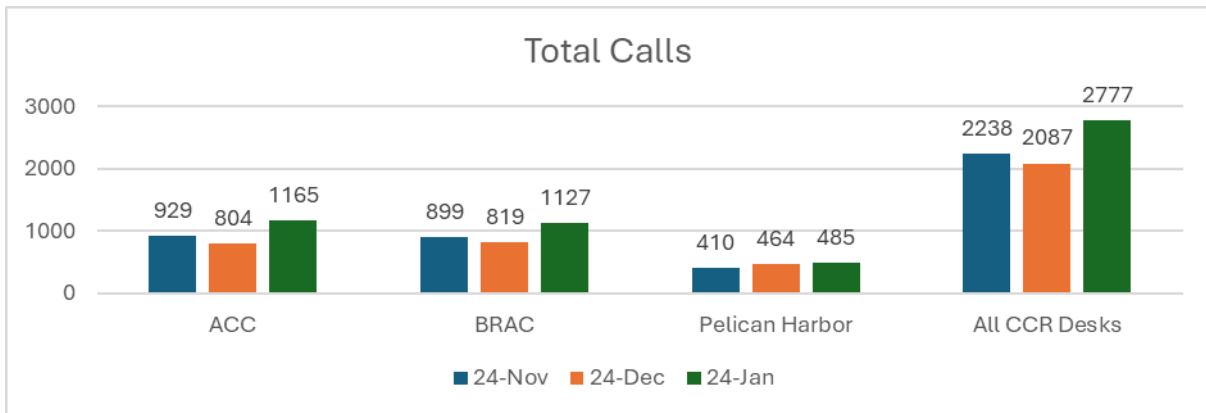




## *Bolingbrook Park District Customer Care Initiatives*

### *Customer Service Audits*

- A total of 50 customers were contacted for customer service audits in December with a response rate of 66%. The only suggestion for improvement was regarding pool parties and rentals being booked out so early. Parties are booked out through the spring and privates for the summer. Customers are frustrated that available slots book up so quickly.





## Preliminary Golf and Restaurant Monthly Performance

Ashbury's and Boughton Ridge Golf Course's total revenues for the month of January are ahead of budgeted revenue by \$4,817, which is 12.5% above budget. Revenues are up \$2,877 year to date above 2024, which is 7.1% compared to 2024.

2025 Jan. Preliminary	2025	2025			YTD	YTD		Prior Year	2025 vs.
	Month Actual	Month Budget	Var	%	2025 Actual	2025 Budget	%	2024	2024 Actual
Golf Greens Fees Revenue	\$184	\$112	72	64.3%	\$184	\$112	64.3%	\$60	206.7%
Golf League Revenue	\$0	\$0	0		\$0	\$0		\$0	
Riding Cart Revenue	\$0	\$9	-9	-100.0%	\$0	\$9	-100.0%	\$180	-100.0%
Pro Shop Revenue	\$35	\$35	0	0.0%	\$35	\$35	0.0%	\$33	6.1%
Restaurant Food Revenue	\$13,127	\$11,484	1,643	14.3%	\$13,127	\$11,484	14.3%	\$9,164	43.2%
Restaurant Liquor Revenue	\$11,175	\$11,723	-548	-4.7%	\$11,175	\$11,723	-4.7%	\$10,946	2.1%
Banquet Revenue (Food and Bev)	\$16,039	\$13,608	2,431	17.9%	\$16,039	\$13,608	17.9%	\$18,225	-12.0%
<b>Total Revenue (after comps)</b>	<b>\$43,410</b>	<b>\$38,593</b>	<b>4,817</b>	<b>12.5%</b>	<b>\$43,410</b>	<b>\$38,593</b>	<b>12.5%</b>	<b>\$40,533</b>	<b>7.1%</b>
Payroll Expense	\$64,289	\$59,478	4,811	8.1%	\$64,289	\$59,478	8.1%	\$51,681	24.4%
Est. Food and Bev COGS	57.5%	34.8%	22.7%	65.2%	57.5%	34.8%	65.2%	42.4%	15.1%
Est. OPEX (Operating Expense)	\$46,974	\$52,351	-5,377	-10.3%	\$46,974	\$52,351	-10.3%	\$48,302	-2.8%

### January Revenue

- Golf budget is minimal in January due to weather considerations; however, revenues exceeded budget by \$72.
- Restaurant revenue exceeded budget by \$1,095.
- Banquet revenue exceeded budget by \$2,431.

### Operational Expenses

- Expenses were managed well throughout the month.
- Payroll was 8.1% under budget for the month.
- Overall operating expenses are 10.3% under budget YTD.

### Meetings, Events & Promotions

- There were several successful musical events with full audiences during the month of January:
  - Heroes of Rock Show featuring Skip Griparis doing his 50s, 60s,70s Heroes of Rock Show was held upstairs on January 11.
  - Chris Fisher brought blues and jazz to the main dining room on January 16.
  - There was a four-course Wine Tasting Dinner paired with selected wines on January 23.

- February is a short month, but not short on events:
  - Comedy Night on February 8
  - Super Bowl Specials on February 9
  - Valentine's Day Dinner on February 14
  - Frost Bite Open on February 15
  - Trivia Nights are continuing each Tuesday night.
  - All You Can Eat Fish Fry on Friday nights





### ***NWCSRA Wolves Basketball Teams Heading to State***

- Three of the NWCSRA Wolves basketball teams (Gold, White and Black) finished in first place at the January 26 regional tournament, which advanced them to the Special Olympics State Basketball Competition in March at Illinois State University. Wolves Grey team fell short finished second, losing their final game by 1 point. Wolves Green finished their final game strong and finished in fourth place. Great season for all basketball players! Best of luck at the State Tournament to the Gold, White and Black teams!

### ***Sled Hockey Experience***

- In efforts to grow adapted sports opportunities for individuals with physical disabilities, NWCSRA will be joining forces with three other Special Recreation Associations (SEASPAR, LWSRA, SSSRA and SWSRA) to provide a sled hockey experience for individuals with disabilities on March 25 from 6:00-8:00 pm at the Darien Sportplex. The goal of this experience is to for SRAs to collaborate to expose individuals to the sport opportunities.

### ***New Marketing Manager***

- Bridget Brittman was hired as NWCSRA's new Marketing Manager. She will start her new position on February 17.