

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Agenda
March 20, 2025
6:00 PM

1. Call to order
2. Roll call
3. Approval of Agenda
4. Community-Wide Survey Discussion
5. District Operations and Activities Update
6. Public Comment
7. Unfinished Business
8. New Business
9. 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.
10. Motion to adjourn

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Agenda
March 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 February 20, 2025
 - B. Monthly Board Meeting Minutes of February 20, 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 \$646,375.41, subject to audit.
11. Board Liaison Reports
 - A. Administration and Personnel – **Commissioner Vastalo**
 - *Motion to approve Ordinance 25-01 approving the Remote Work Policy and to amend the Personnel Policy Manual, removing Section 3-19 Working from Home.*
 - *Motion to approve Ordinance 25-05 amending the Bolingbrook Park District Operations Manual regarding BPD Disaster Recovery Plan.*
 - B. Finance and Technology – **Commissioner McKay**
 - *Motion to approve Resolution 25-11 the terms and authorizing the execution of the Promenade Tax Appeal Settlement Agreement.*

- C. Buildings, Grounds, and Natural Resources – **Commissioner McVey**
- *Motion to approve Resolution 25-05 awarding a contract (including Alternate Bid #1 and #2) in the amount of \$64,435.81 to SKC Construction, Inc. (West Dundee, Illinois) for the Sealcoating Asphalt Pavement 2025 project.*
 - *Motion to approve Resolution 25-06 awarding a contract (including alternate bids #1-5) in the amount of \$66,750.00 to Filotto Roofing, Inc. (Crest Hill, Illinois) for the roof replacements 2025 project.*
 - *Motion to approve Resolution 25-08 approving an Intergovernmental Agreement for the design, construction, and operation of the DuPage River Trail – Weber Road improvements between the Forest Preserve District of Will County, Naperville Park District, City of Naperville, and Bolingbrook Park District.*
 - *Motion to approve Resolution 25-09 awarding a contract (including all six alternates) in the amount of \$299,443.00 to Hacienda Landscaping, Inc. (Minooka, Illinois) for Playground 2025 Renovation Project.*
 - *Motion approve Resolution 25-07 award a contract in the amount of \$93,900.00 to McBroom’s Cleaning Service, LLC (Bolingbrook, Illinois) for facilities custodial cleaning.*
- 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**
- *Motion to approve Resolution 25-10 approving the sixth amendment to the Contract with Kemper Sports Management, LLC regarding management of Boughton Ridge Golf Course and Ashbury’s.*
- 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.
 - (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.

ADMINISTRATION AND PERSONNEL

Personnel Policy Manual Update

- The Personnel Policy Manual has been amended to include Section 2-11 Remote Work Policy to address Remote Work at the District. This policy will be added, and Section 3-19 Working from Home will be removed.

Staff Recommendation: Approve Ordinance 25-01 amending the Bolingbrook Park District Personnel Policies to include the Remote Work Policy and remove Section 3-19 Working from Home.

Operations Manual Update

- The Operations Manual has been amended in Section 34 BPD Disaster Recovery Plan.

Staff Recommendation: Approve Ordinance 25-05 amending the Bolingbrook Park District Operations Manual regarding BPD Disaster Recovery Plan.

FINANCE AND TECHNOLOGY

Finance

Promenade Tax Appeal Settlement Agreement

- TPB Propco LLC, the property owners of the area known as the Promenade, disputed the 2023 and 2024 assessed valuation of their property. After a series of negotiations, the parties desire to settle all disputes pertaining to the equalized assessed valuation of the property.

This settlement agreement includes withdrawing appeals for 2023 and 2024 and making adjustments to the 2025 and 2026 assessment years. As a result, the Bolingbrook Park District will not be required to refund tax dollars collected for 2023 and 2024.

Staff Recommendation: Approve Resolution 25-11 the terms and authorizing the execution of the Promenade Tax Appeal Settlement Agreement.

Business and Technology

Statistics

- 12 business support tickets were completed in February
- 576 W2's issued
- 55 1099's issued
- Activity as of 1/31/2025
 - 192 journal entries processed
 - Accounts Payable \$827,111
 - Cash Receipts \$241,053
 - Payroll Wages net \$300,443
 - Payroll Liabilities \$153,765

Technology Statistics

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

| Internal Audits | |
|-------------------|----------|
| BRAC Cash Bank | Balanced |
| PHI Cash Bank | Balanced |
| Aquatics Pro Shop | Balanced |

BUILDINGS, GROUNDS & NATURAL RESOURCES

BGNR Operations

Approvals

Sealcoating Asphalt Pavement 2025

- The 2025 work plan included funds to seal coat asphalt pavement at multiple sites, which includes St. Francis Park; Rotary Park; Balstrode Park; parking lots at both Lily Cache East & West Campuses; Heritage Park; Century Park and the entire ComEd Greenway trail. Bids were released on February 3.

Out of the sixteen contractors that picked up bid packets, five (5) contractors submitted bids for the bid opening on Thursday, February 27. The low bid of \$64,435.81 was provided by SKC Construction. References for SKC Construction to the Village of Lombard, Village of Tinley Park, City of Elmhurst came back positive. The work is scheduled to commence as early as May 5th but be completed no later than October 17th. Alternate #1 was to touch up some areas at Central Park; Alternate #2 was to sealcoat all of Wipfler Park (parking lots, trails and sport courts).

Base Bid Summary

| | |
|---------------------------|--------------|
| SKC Construction | \$64,435.81 |
| Denler, Inc | \$73,350.00 |
| Wirkus Paving | \$92,173.20 |
| Hastings Asphalt Services | \$92,655.00 |
| Tiles in Styles | \$232,579.00 |

Staff Recommendation: Approve Resolution 25-05 awarding a contract (including Alternate Bid #1 and #2) in the amount of \$64,435.81 to SKC Construction, Inc. (West Dundee, Illinois) for the Sealcoating Asphalt Pavement 2025 project.

Roof Replacement(s) 2025

- The 2025 work plan included funds to remove and replace multiple asphalt shingled roofs throughout the district. Sites include Boughton Ridge Golf Course Pump House, Balstrode Park Shelter, Indian Boundary Comfort Station, Ivanhoe Park Shelter, and Prairie Trails Park Shelter.

Staff included a couple of alternates on roofs needing replacement if funds permitted. Based on bidding results, staff are recommending adding all alternates, which include the replacement of roofs at Bulldog Park, Knights of Columbus Park Shelter, Central Park TeeBall Concession and Wipfler Park Concession.

The roof at the Deatherage Drdak Center (another Alternate) sustained damage from the hailstorm that hit Bolingbrook. PDRMA approved the claim to have the roof replaced by storm damage. In conversations with PDRMA, Park District recommended placing this roof within the bid to see if the district could save PDRMA and their member agencies money. PDRMA assessed the replacement at \$33,000. Through the bidding process, the Park District was able to secure a Contractor to perform the work at \$21,950 (saving the district and member agencies over \$11,000. PDRMA will reimburse the Park District for the project minus the deductible at the conclusion of the replacement.

Out of the twelve contractors that picked up bid packets, seven (7) contractors submitted bids for the bid opening on Thursday, February 27^t. The lowest, most responsive bid of \$66,750.00 was provided by Filotto Roofing, Inc. References for Filotto Roofing, Inc. from the Joliet and St. Charles Park District's came back positive.

The work is scheduled to commence as early as April 7 but be completed no later than October 17.

Base Bid Summary (Base Bid & All Alternates #1-5)

| | |
|----------------------------|---------------|
| Landmark Roofing | \$60,370.00 * |
| Filotto Roofing, Inc. | \$66,750.00 |
| All-American Exterior | \$73,240.00 |
| Roberts Restoration | \$97,982.00 |
| Seal Tight Exteriors, Inc. | \$120,000.00 |
| Tu Construction | \$125,062.27 |
| Tori Construction | \$171,710.00 |

* Staff are not recommending the bid provided by Landmark Roofing, as the submitted bid did not include the mandatory bid bond at the time of the bid opening, according to the bid specifications.

Staff Recommendation: Approve Resolution 25-06 awarding a contract (including alternate bids #1-5) in the amount of \$66,750.00 to Filotto Roofing, Inc. (Crest Hill, Illinois) for the roof replacements 2025 project.

IGA – Bolingbrook Park District & Forest Preserve District of Will County

- The Forest Preserve District of Will County approached the Bolingbrook Park District on being a member of a trail being designed by the Forest Preserve District along Weber Road (predominantly in Naperville) connecting at Indian Boundary Park and the current trail system. This new trail would connect an existing trail along Royce Road (in Naperville), heading south on Weber Road (over the Lily Cache Greenway) and then east, connecting at Indian Boundary Park on the south side of the Lily Cache Creek. The Forest Preserve District of Will County requested the Bolingbrook Park District (along with other local municipalities) to enter into an Intergovernmental Agreement to pursue this project through design, construction and operation of the trail. The Forest Preserve District of Will County has asked the Bolingbrook Park District to provide financial assistance for up to \$25,000 to assist in this project during construction set to take place possibly in 2026 or 2027.

Staff Recommendation: Approve Resolution 25-08 approving an Intergovernmental Agreement for the design, construction, and operation of the DuPage River Trail – Weber Road improvements between the Forest Preserve District of Will County, Naperville Park District, City of Naperville, and Bolingbrook Park District.

Bolingbrook 2025 Playground Renovations (Knights of Columbus / Gateway Wetlands)

- Bids went out on Tuesday, February 25 for replacement of two Park District playgrounds. The replacement of both playgrounds is expected to begin in April with completion by the middle of June (weather permitting). Staff anticipate the construction of the new trail to be complete prior to mid-June as well.

Released bids include the removal and replacement of the asphalt trail at Knights of Columbus Park, which is part of the District’s ADA Transition Plan. Other alternates included are removal of retaining wall at Knights of Columbus, other ADA improvements and engineered wood surfacing.

On March 11, 2025, four contractors submitted bids. The lowest bid of \$299,443.00 was provided by Hacienda Landscaping, Inc. Hacienda Landscaping, Inc. has performed similar jobs for the Park District in the past with quality results. Bids received were well below the budgeted costs provided by Upland Design.

The recommended bid includes accepting all six alternates.

Alternate #1 includes removing the retaining wall at Knights of Columbus and regrading to hit the playground curb. The retaining wall is starting to fail and needs a complete rebuild. Alternate #2 was the removal and installation of the asphalt trail at Knights of Columbus Park. Alternate #3 is removal and replacement of the access path from the trail to the playground at Knights of Columbus Park to meet ADA standards. Alternate #4 was installation of a new handrail along the trail on the other side of the bridge at Knights of Columbus that was in disrepair. Alternate #5 & #6 is engineered wood surfacing at both Knights of Columbus and Gateway Wetlands playgrounds.

Bid Summary (Base Bid & All Alternates #1-#6)

| | |
|----------------------------|--------------|
| Hacienda Landscaping, Inc. | \$299,443.00 |
| D&J Landscape, Inc. | \$333,755.40 |
| Innovation Landscape, Inc. | \$362,740.50 |
| George’s Landscaping, Inc. | \$367,332.13 |

Staff Recommendation: Approve Resolution 25-09 awarding a contract (including all six alternates) in the amount of \$299,443.00 to Hacienda Landscaping, Inc. (Minooka, Illinois) for Playground 2025 Renovation Project.

Custodial Services

- Bolingbrook Park District went out for bid on the Facilities Custodial Cleaning Contract consisting of the following locations for Bolingbrook Recreation Aquatic Complex and Annerino Community Center.

Contract for custodial cleaning consist of cleaning/disinfecting all touch points, emptying garbage, sweeping, mopping, vacuuming, refilling soap/paper products and general cleanliness 6 days a week prior to opening to public at Bolingbrook Recreation Aquatic Park and Annerino Center.

Five bid packets were picked up and only one, McBroom's Cleaning Services, LLC submitted a bid. The Park District has used the McBroom's cleaning Services with superior results.

Staff Recommendation: approve Resolution 25-07 approving contract in the amount of \$93,900.00 to McBroom Cleaning Services, Bolingbrook IL to clean the Annerino Community Center and Bolingbrook Recreation & Aquatic Center.

General

- Staff are in transition mode right now! We are transitioning from winter to spring; this includes everything from equipment/vehicles to getting parks ready for spring weather.
- With the warmer weather the staff in Parks & NRHT have been able to get a head start on spring items and finishing up winter projects.

Buildings

- Two suspended heaters will be installed this month in the Pelican Harbor bathhouse to help prevent winter frost and moisture issues. This will help with the longevity of the interior paint and plumbing fixtures.
- The red slide at Pelican harbor is being repainted; the slide will be repainted green. Changing the color of the slide to green will help with longevity and fading of the color.
- Staff have been working hard to remove old tape from the gym floor at Annerino. Some of the tape has been on the floor for 15 plus years and is no longer needed.

Parks/Athletics

Parks

- Staff are working on installing new bounce back boards at Central Parks tennis courts.
- With the warmer weather here, there have been more residents out in the parks and the staff has been out ensuring that everything is safe for use on the playgrounds and surrounding areas.
- Staff will be adding more garbage cans to the parks and athletic areas as the weather is getting nicer and more patrons are out in the parks.

Athletics

- Staff is working on all athletic fields game and sand lots. Prepping infields, turf work, fence work, layout of fields, setting goals/attaching nets, player benches, etc.
- Staff has started to experiment with the tiny robot for striping athletic fields. This is new to us and will take time to learn this machine and get it working for our applications.
- Staff have been going through bleachers and players benches at all of the athletic fields and repairing them as needed.
- In the next few weeks staff will be starting to do work on the two soccer fields that are being closed for the 2025 season at Lily Cache Soccer Fields.

Natural Resources Horticulture & Turf

- The NRHT crews have been busy finishing up winter tree work and starting to get parks ready for the spring. All crews have been working on removing dead and hazardous trees from our parks.
- The horticulture and turf crews have finished pruning the central zone parks, totaling over 1,700 trees.
- The natural resources crew has been working on clearing along the Lily Cache Creek at Knights of Columbus and Jaycee parks. The natural resources crew has been doing prescribed burns when weather and winds are good.
- We will be working in conjunction with the Village and their Arbor Day Celebration to do a tree planting. This year the Arbor Day tree planting (10:00 am) will be at our newest park Jerry Hix Park, we will be planting a London Plane Tree by the park ID sign and the new flower bed. The Village of Bolingbrook will be hosting their arbor day event from 11:00 am – 2:00 pm.

Project Updates

- Staff are working on obtaining quotes to hire a contractor to perform irrigation replacements at Trojan Football field, Ashbury's at Boughton Ridge and Lily Cache East soccer campus.
- Staff met with Valley View School District Thursday, March 13 to begin working towards an update of the IGA. Staff anticipate presenting to the Board within the next few months for review.
- Contractor is planning within next few weeks to remove and replace the wrought iron fencing at Outdoor Pelican Harbor and replacing with newly updated, painted fencing. Project should be complete well in advance of the outdoor pool season.
- Northcape was on-site at Ashbury's to install a section of the patio canopy on Monday, March 3 and then came back on-site Friday, March 7 to review and finalize measurements. Staff anticipate the final installation of the canopy before the end of March as assurances were provided by Northcape.

RECREATION AND FACILITIES

Recreation Division

Pre School

- Currently there are 156 children enrolled in preschool.
- Priority registration for current families enrolled in preschool and Little Learners classes took place February 12-25 with 61 children enrolled for 2025-2026 school year. Priority registration included 82% on-line registration and 18% in person registration. Open preschool registration for 2025-2026 school year begins on March 12th at 10:00 am. Families can enroll online or in person.

Early Childhood

- Early Childhood programs continue to exceed expectations with enrollments. Winter session 153 children for 2025 and there were 158 children enrolled in program offerings for winter session 2024. This winter staff limited the number of classes that went into March for better tracking of the seasonal enrollment compared to 2024 and 2023.

Dance

- The spring session of Early Childhood, Powerdance, and adult dance classes began on March 8. There is currently a total of 14 enrolled in early childhood classes, 14 in adult classes, and 30 in Powerdance classes.
- The BPD Dance Company attended the Dupree Dance Competition/Convention March 14-16 in Lombard. Dancers attended multiple dance classes and competed in 9 dance routines.

Theatre

- Rehearsals for Finding Nemo Kids began on January 9. There are 27 kids in the cast.
- The spring session of Mini Broadway Stars and Improv began on March 12 & 13.

Gymnastics/Cheer/Ninja

- Enrollment for the spring session of gymnastics, cheer and ninjas has begun with the session starting on March 10.
- Saturday, March 8, the Illusions Gymnastics Team hosted 5 teams from the Chicagoland area at Annerino Community Center for all-day gymnastics competitions.
- The Illusions Gymnastics Team had a busy March as they traveled to Romeoville on March 15 and 16, and March 23 for competitions. Good luck Illusions!
- The gymnastics gym will be closed for Spring Break from March 31-April 6.
- February Party Stats: Nerf/Ninja/Gymnastics: 7 parties / 112 guests.

REACH

- Enrollment for the 2024-2025 school is slightly up for two the sites, Pioneer and Jonas Salk Elementary School. Pioneer currently has 101 children registered compared to 93 last year, and Jonas Salk has 51 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 | 18 | | | | |
| 5 Day PM | 23 | 25 | 26 | 26 | 25 | 29 | 29 | | | | |
| 5 Day AM/PM | 22 | 22 | 25 | 24 | 24 | 24 | 24 | | | | |
| 5 Day Total | 59 | 63 | 70 | 69 | 67 | 71 | 71 | 0 | 0 | 0 | |
| | | | | | | | | | | | |
| 3 Day AM | 6 | 6 | 6 | 6 | 6 | 6 | 6 | | | | |
| 3 Day PM | 15 | 15 | 15 | 15 | 16 | 16 | 15 | | | | |
| 3 Day AM/PM | 10 | 10 | 8 | 8 | 8 | 9 | 9 | | | | |
| 3 Day Total | 31 | 31 | 29 | 29 | 30 | 31 | 30 | 0 | 0 | 0 | |
| Totals | 90 | 94 | 99 | 98 | 97 | 102 | 101 | 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 | 6 | | | | |
| 5 Day PM | 4 | 6 | 7 | 7 | 8 | 10 | 12 | | | | |
| 5 Day AM/PM | 17 | 17 | 15 | 15 | 15 | 15 | 15 | | | | |
| 5 Day Total | 28 | 30 | 28 | 28 | 29 | 31 | 33 | 0 | 0 | 0 | |
| | | | | | | | | | | | |
| 3 Day AM | 1 | 2 | 2 | 2 | 2 | 2 | 3 | | | | |
| 3 Day PM | 9 | 10 | 12 | 13 | 13 | 13 | 12 | | | | |
| 3 Day AM/PM | 3 | 3 | 3 | 3 | 3 | 3 | 3 | | | | |
| 3 Day Total | 13 | 15 | 17 | 18 | 18 | 18 | 18 | 0 | 0 | 0 | |
| Totals | 41 | 45 | 45 | 46 | 47 | 49 | 51 | 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 7th and 8th grade teen groups 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 21st Century Grant Program

- The Spring Session of the Connections program through Valley View School District resumed on Monday, February 3rd. 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

- Youth general interest programs have 28 enrollees for January-February classes. These enrollments match enrollment from winter 2023 however start to spring enrollment is promising.

Enrichment Programs

- 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.

Enrichment Events

- Enrichment staff provided science activities at the Jonas Salk Elementary STEAM Fair on March 6.
- Nineteen Girl Scouts became advocates for conservation by earning the “Three Cheers for Animals” badge with Enrichment staff on March 20.
- Date Night Childcare is scheduled for March 22. Depending on their age, participants will enjoy a movie, crafting, games, and time at Pelican Harbor while their guardians enjoy three hours to themselves.

Archery Program & Events

- Shamrock Archery is scheduled for March 15, featuring themed targets and small prizes.

Free Community Events

- Teams of 3-6 tested their teamwork and general knowledge during *Family Trivia Night* on March 7. The winning team from each round of questions won a small prize to enjoy together.

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.

There were 16 total volunteers for the month of March. Nine teens from Bolingbrook volunteered at the *Regional Championships Swim Meet*, hosted at BRAC, on March 3. Three teens from Bolingbrook volunteered at *Family Trivia Night* on March 7. Two teens from Plainfield volunteered at the *Gymnastics Meet* on March 8. Two teens from Plainfield volunteered at Pelican Harbor on March 10 to help with uniform inventory.

Athletics

Adult Athletics

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

- 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.
- Future adult Pickleball classes are currently being restructured for future dates this year. There is a plan to hold Open Play Pickleball from 6:00 pm to 9:00 pm from April 7 to June 2 on Monday nights at BRAC.

Youth Athletics

Day One Sports Academy

| Winter 2025 | | | | | | | |
|------------------------|--------------------|--------------------|-----------------------|--------------------------|-----------------|----------------------|-------------------|
| Feb-25 | | 2024 Season Actual | Current Season Actual | Current Season Projected | 2025 YTD Actual | 2025 Total Projected | 2024 Total Actual |
| Day One Sports Academy | Basketball | 44 | 43 | 50 | 43 | 310 | 307 |
| | Soccer | 48 | 34 | 50 | 34 | 330 | 342 |
| | Parents Tot Sports | 13 | 5 | 15 | 5 | 60 | 59 |
| | T-Ball & Baseball | N/A | N/A | N/A | N/A | 100 | 108 |
| | Flag Football | N/A | N/A | N/A | N/A | 70 | 67 |
| | Volleyball | 11 | 10 | 15 | 10 | 40 | 36 |
| Total | | 116 | 92 | 130 | 93 | 910 | 919 |

- The Winter session of Day One Sports Academy brought in 92 participants. Spring session one classes began the week of March 3.
- The new Sports Mania classes began on Wednesday March 5, this class will provide participants the opportunity to try out six different sports throughout the six-week session. This session participants will get to experience Soccer, Basketball, Floor Hockey, Baseball, Football and Volleyball.

Martial Arts

| Winter 2025 | | | | | | | |
|--------------|-----------------------|--------------------|-----------------------|--------------------------|-----------------|----------------------|-------------------|
| Feb-25 | | 2024 Season Actual | Current Season Actual | Current Season Projected | 2025 YTD Actual | 2025 Total Projected | 2024 Total Actual |
| Martial Arts | Karate | 183 | 184 | 180 | 184 | 700 | 701 |
| | Modern Arnis Filipino | 7 | 9 | 5 | 9 | 20 | 41 |
| | Tae Kwon Do | 19 | 27 | 20 | 26 | 75 | 90 |
| | Victory Mixed Martial | 19 | 36 | 25 | 37 | 125 | 132 |
| Total | | 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

- In the month of February there were two Climbing Wall birthday parties with a total of 24 climbers/participants.
- **NEW** - For March staff will be using the Climbing Wall Area to house a new drop-in activity called the Imagination Station. This activity will utilize the Imagination Playground Big Blue Blocks, participants ages 2 to 10 years old can pay a drop-in fee to play with the big blue blocks. This activity will only be held on Monday nights from 5:00 pm to 7:00 pm.
- The Little Geckos climbing wall class began on Tuesday March 11, after this class there will be an hour of Open Climb offered to the public from 6:00 pm to 7:00 pm from March 11 to April 15 on Tuesday nights.

Racquetball & Wallyball Courts

| Winter 2025 | | | | | | |
|--|--------------------|-------------------------------------|----------------------------|--------------------------------|-------------------------------------|----------------------------------|
| Feb-25 | | 2024 February Actual | February Actual | 2025 YTD Actual | 2025 Total Projected | 2024 Total Actual |
| Racquetball Court Rentals | Racquetball | 11 | 12 | 30 | 200 | 302 |
| | Wallyball | 49 | 27 | 56 | 500 | 364 |
| Total | | 60 | 39 | 86 | 700 | 666 |

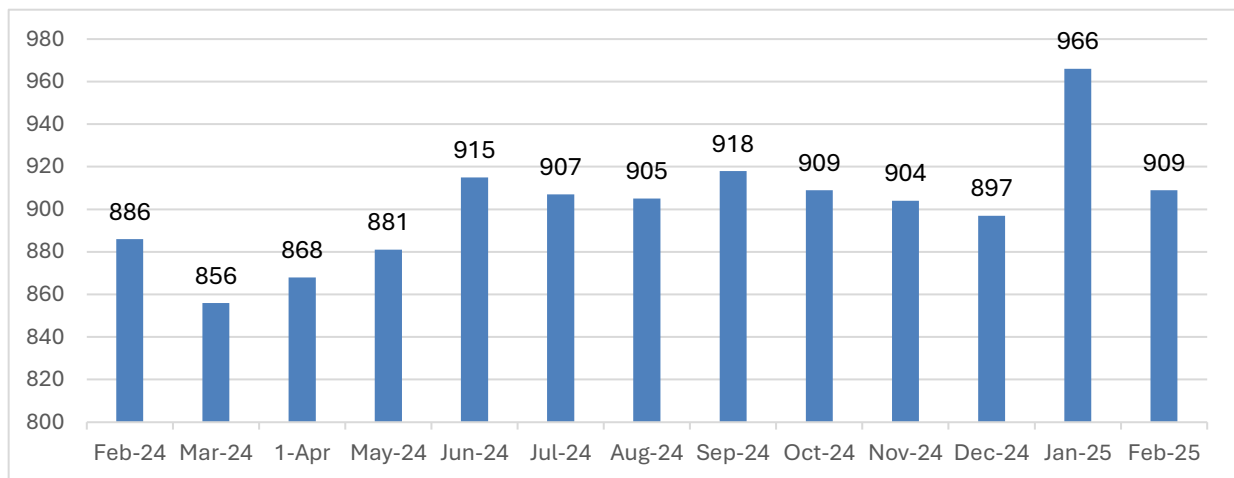
- The Annerino Racquetball & Wallyball Courts have brought in 39 rentals throughout the month of February and a total of 86 rentals for the Winter season.

Facilities Division

Fitness

Lifestyles Fitness Center

- February recorded 84 memberships: 41 new memberships and 43 renewals. Compared to 41 new and 23 renewals in 2024.
- Lifestyles fitness recorded 4,754 visits to the fitness center and 3,495 group fitness visits for a total of 8,339.
- Lifestyles had 4,754 fitness center door visits: 968 checked in at the Pelican Harbor Doors.
- In total, year to date, Lifestyles has 909 annual members, 888 annual and 21 corporate annuals. Thirteen-month retention figures are at 70% for annual members.



Special Events and Promotions

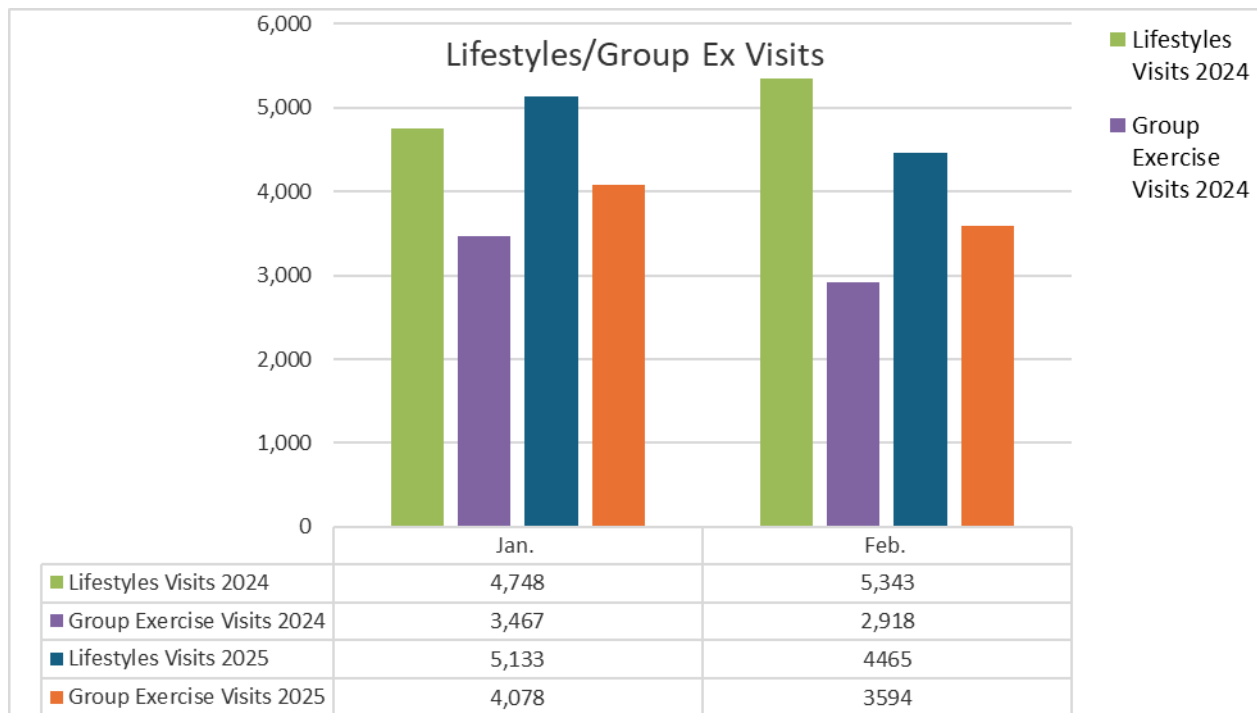
- On February 11, the Fitness Manager spoke at the Bolingbrook Rotary Club.
- Lifestyles held a Valentine's Day Potluck on February 14. Rockin Red Zumba was held on February 21, which the proceeds helped U of Chicago/Advent Health cardio department.
- Level Up Challenge – January 1 – February. 28. Everyone 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 were awarded based on point total to the top 3 finishers.

Special Events & Promotion

- **March Events**
 - March Into Fitness Bingo Challenge March 1 – 31
 - March 10 - Boot Camp Pop up
 - March 17 - St, Patrick’s Day Ride
 - March 21 - Zumba Glow Party at ACC

Group Fitness

- February recorded 3,594 Group Fitness visits for the month with represents 41% of our total visits for Lifestyle! Compared to 2,918 in 2024.
 - Land Classes had 2,894 participants
 - Water Classes had 838 participants
 - Virtual classes had 132 participants



Aquatics

Pelican Harbor Indoor/Outdoor Aquatic Park

Operations/Special Events

- Next Pelican Harbor Special Event will be Parkie's Egg Hunt, held on Friday April 18 from 9:00 am -11:30 am at the indoor pool. Hunt for candy and trinket filled eggs in the pool! Tickets available for purchase online or at a customer care desk.

Memberships and Daily Admissions

- Daily admissions brought in \$12,239 for the month of February 2025.
- Member attendance was 2,476 visits for the month of February 2025, compared to 2,381 visits in February 2024.
- There was a total of 47 new and 39 renewed Pelican Harbor annual aquatic memberships for the month of February 2025.
- Pelican Harbor annual memberships made \$12,145 in revenue for February 2025.

Rentals, Birthday Parties and Groups

- Birthday Parties and Private Rentals total for February 2025:
- Birthday Parties: 29 parties/669 participants
- Private Rentals: 7 rentals/335 participants
- Group Outings: 4 groups/106 participants
- Birthday Parties brought in \$11,391.50 for the total for February 2025.
- Private rentals made \$3,953.50 for the total for February 2025.

Swim Lessons

- In February, Swim lessons saw a total of 310 participants. An increase from 281 in January.
- In February, Swim lessons brought in a total of \$40,762.02 in revenue. Year to date swim lessons have made a total of \$63,407.60.

Swim Team

- On February 1, the Pelicans were hosted by Vernon Hills in competition. On February 15, the Pelicans were hosted by Carol Stream in competition. This was the final regular dual meet of the 2024-25 Fall/Winter Season.
- On March 1, the Bolingbrook Park District hosted over 250 athletes and their families from 5 different communities for the Divisional Conference Championship Swim Meet. Thirty Pelicans athletes qualified at the Divisional Conference and advanced to represent Bolingbrook at the All-Conference Championship on March 9, hosted by Mt. Prospect. Go Pelicans!

Facilities Report – ACC and BRAC

| Feb-25 | | 2024 Month Actual | Previous Month Actual | February Actual | 2025 YTD Actual | 2024 YTD Actual |
|---------------------------------------|--------------|--------------------------|------------------------------|------------------------|------------------------|------------------------|
| External BRAC Facility Rentals | GYM | 59 | 60 | 58 | 118 | 119 |
| | ROOMS | 20 | 14 | 18 | 32 | 37 |
| | Total | 79 | 74 | 76 | 150 | 156 |
| External ACC Facility Rentals | | | | | | |
| External ACC Facility Rentals | GYM | 1 | 7 | 5 | 12 | 2 |
| | ROOMS | 17 | 9 | 12 | 21 | 23 |
| | Total | 18 | 16 | 17 | 33 | 25 |
| Open Gym Punch Pass Purchases | | | | | | |
| | Total | 5 | 2 | 6 | 8 | 5 |
| Daily Open Gym Admissions | | | | | | |
| | Total | 576 | 776 | 770 | 1,546 | 910 |

Operations

- Facilities team is in the process of obtaining quotes for new tables to enhance all activities and appearance.
- “Walk this Way” drop-in walking program is beginning in March at BRAC from 1:00 pm to 2:15 pm.

Rentals

- Annerino Community Center (ACC) gym and room rentals have made \$4,206.00 total for the year 2025. Bolingbrook Recreation Aquatic Complex (BRAC) gym and room rentals have made \$13,188.50 total for the year 2025.

Open Play

- Open Play has made \$4,907.00 for the year 2025.

MARKETING AND CUSTOMER CARE

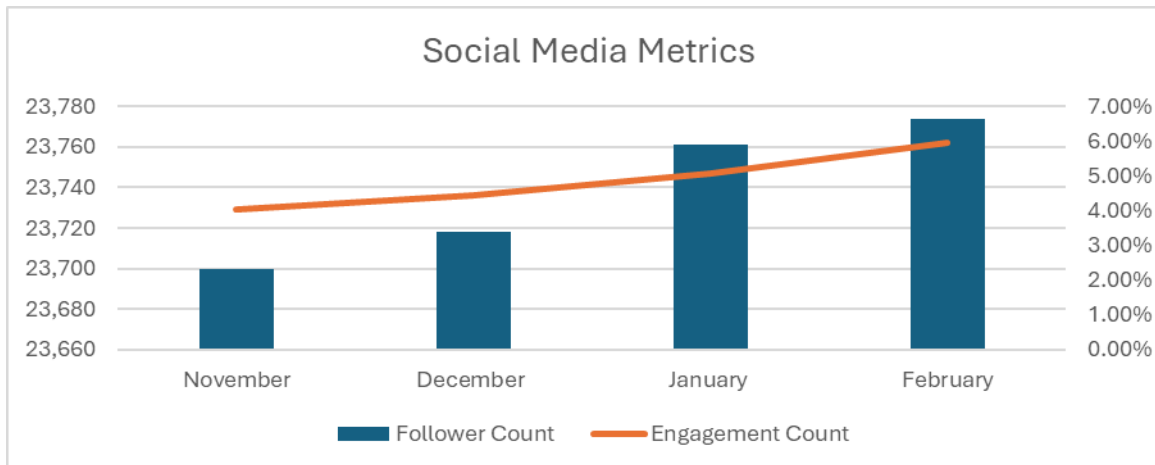
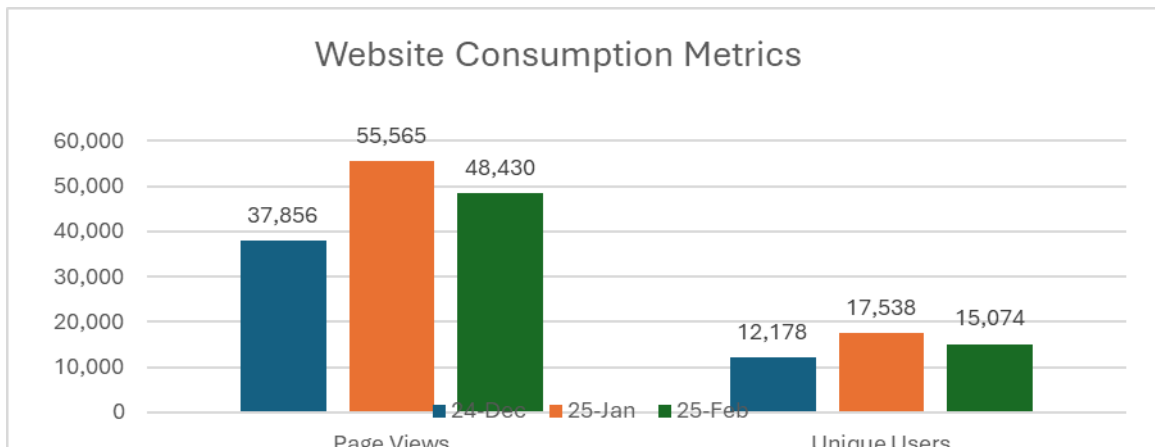
Bolingbrook Park District Marketing Initiatives

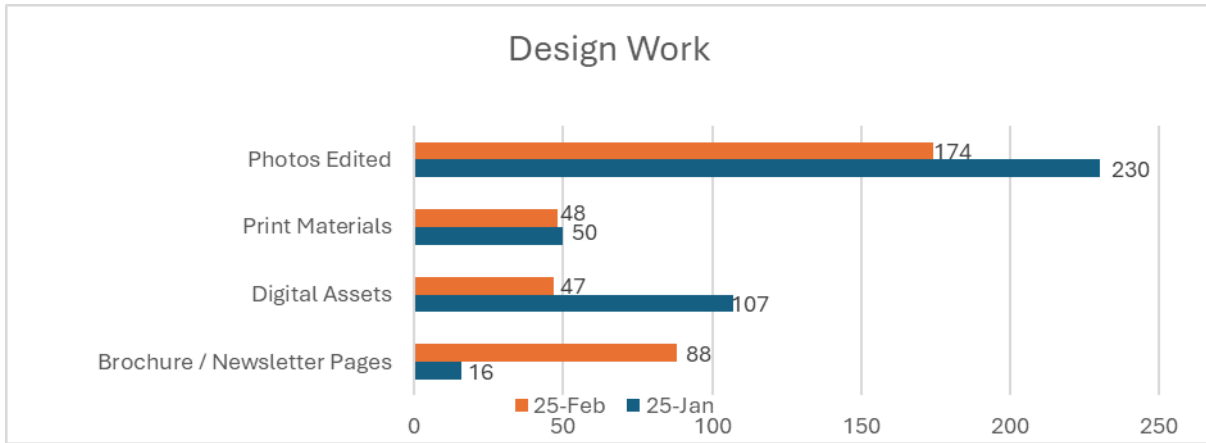
UChicago Medicine AdventHealth Bolingbrook Partnership Continues

- UChicago Medicine AdventHealth Bolingbrook has renewed their partnership with the Bolingbrook Park District. The first new program for this partnership is launching a New Parent Network Group to be held at the Bolingbrook Recreation & Aquatic Complex this summer.

Bolingbrook Park District Job Fair Marketing

- A promotional campaign was completed for the job fair taking place on March 12. Social media response to the fair was great. The job fair had 496 reactions and was shared by 144 people for a reach over 13,000. The employment page on the website had 1,421 views during the advertisement period. We will partner with the team to determine in that reach translates into actual visits in the job fair and people applying.

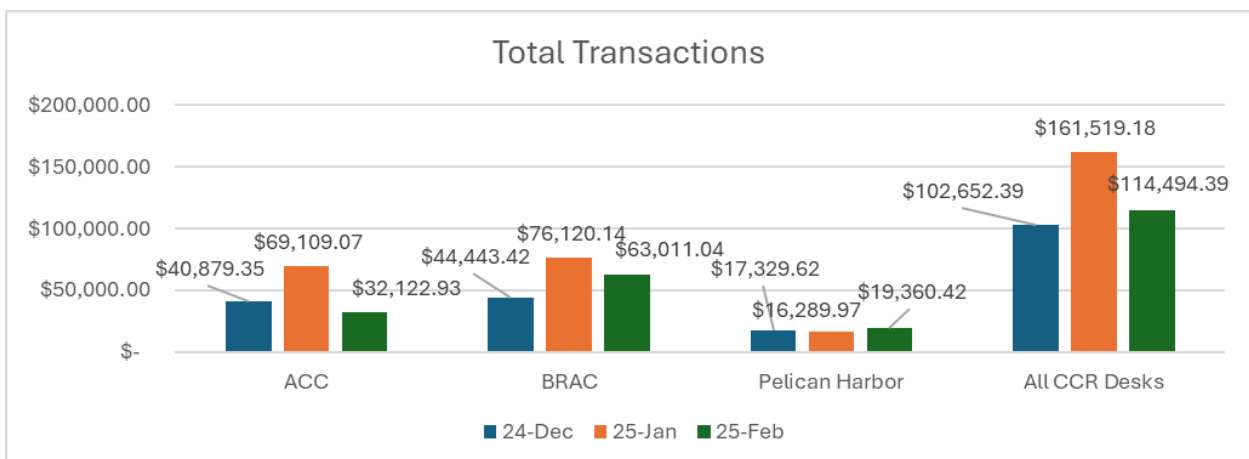
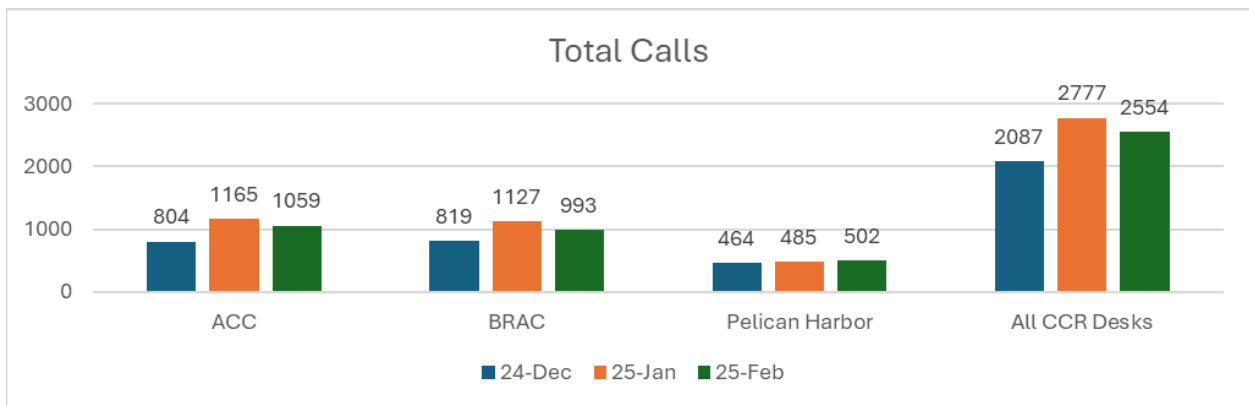




Bolingbrook Park District Customer Care Initiatives

Customer Service Audits

- A total of 37 customers were contacted for customer service audits in February with a response rate of 65%. One customer inquired if they could receive an email when their credit card is about to expire that is on file for the fitness membership. The team is looking into making that adjustment.





Golf, Restaurant and Catering Operations

Amendment to Management Agreement with Kemper Sports

- The Bolingbrook Park District entered into an agreement on June 22, 2016 to manage Boughton Ridge Golf Course and Ashbury's at Boughton Ridge and Boughton Ridge Golf Course. There have been five previous amendments to the agreement throughout the years to extend the agreement.

This sixth amendment is to extend the termination date of the agreement until December 31, 2028. This amendment also updates the agreement to align with current technology utilized, maintenance and financial procedures, as well as recalibrate incentives and termination clause to align with changing market forces.

Staff Recommendation: Approve Resolution 25-10 approving the sixth amendment to the Contract with Kemper Sports Management, LLC regarding management of Boughton Ridge Golf Course and Ashbury's.

Preliminary Golf and Restaurant Monthly Performance

Ashbury's and Boughton Ridge Golf Course's total revenues for the month of February are below budgeted revenue by \$11,790, which is 17.7% under budget. Revenues are below \$6,742 year to date compared to 2024, which is 6.4% less compared to 2024.

| 2025 Feb. 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 | \$2,579 | \$8,455 | -5,876 | -69.5% | \$2,763 | \$8,567 | -67.7% | \$11,726 | -76.4% |
| Golf League Revenue | \$0 | \$0 | 0 | | \$0 | \$0 | | \$0 | |
| Riding Cart Revenue | \$0 | \$1,044 | -1,044 | -100.0% | \$0 | \$1,054 | -100.0% | \$2,650 | -100.0% |
| Pro Shop Revenue | \$980 | \$871 | 109 | 12.5% | \$1,015 | \$906 | 12.0% | \$858 | 18.3% |
| Restaurant Food Revenue | \$13,709 | \$19,080 | -5,371 | -28.1% | \$26,836 | \$30,564 | -12.2% | \$27,757 | -3.3% |
| Restaurant Liquor Revenue | \$13,910 | \$19,682 | -5,772 | -29.3% | \$25,085 | \$31,406 | -20.1% | \$28,048 | -10.6% |
| Banquet Revenue (Food and Bev) | \$19,132 | \$13,230 | 5,902 | 44.6% | \$35,171 | \$26,838 | 31.0% | \$28,504 | 23.4% |
| Total Revenue (after comps) | \$54,817 | \$66,607 | -11,790 | -17.7% | \$98,228 | \$105,200 | -6.6% | \$104,970 | -6.4% |
| Payroll Expense | \$57,918 | \$57,852 | 66 | 0.1% | \$64,289 | \$59,478 | 8.1% | \$51,681 | 24.4% |
| Est. Food and Bev COGS | 38.5% | 34.5% | 3.9% | 11.4% | 47.3% | 34.6% | 36.5% | 43.9% | 3.3% |
| Est. OPEX (Operating Expense) | \$52,372 | \$55,265 | -2,893 | -5.2% | \$102,869 | \$107,615 | -4.4% | \$103,946 | -1.0% |

February Revenue

- Weather impacted golf and restaurant revenues in February.
- Golf greens fees were \$5,876 under budget. 249 rounds of golf were played on a budget of 544.
- Restaurant revenue was \$11,143 under budget.
- Banquet revenue exceeded budget by \$5,902.

Operational Expenses

- Expenses were managed close to budget throughout the month.
- Payroll was .1% over budget for the month.
- Overall operating expenses were 5.2% under budget for the month and 4.4% under budget YTD.

Meetings, Events & Promotions

- There were several successful events throughout the month of February:
 - Hosted Comedy Night (85 attendees), Valentine's Dinner (30 attendees), Frost Bite Open (100 golfers), three bridal/baby showers, three memorial luncheons, Bolingbrook Chamber's Galentine's Day event, a Bolingbrook Chamber Ambassador after-hours event, and two corporate events.
- Featured for March & April
 - Tina Turner Experience with Brandye Phillips (SOLD OUT) – March 13
 - Shamrock Shootout – March 15
 - Wine Tasting Dinner – March 20
 - BHS Scholastic Bowl Trivia Night – March 27
 - Comedy Night – April 19
 - Easter Brunch – April 20
 - PechaKucha – April 30
 - Trivia Nights are continuing each Tuesday night.
 - All You Can Eat Fish Fry on Friday nights

The Tina Turner Experience
With
BRANDYE PHILLIPS
2025 CONCERT TOUR
LIVE AT
ASHBURY'S AT BOUGHTON RIDGE
THURSDAY, MARCH 13TH
7PM
NO COVER
RESERVE YOUR TABLE ONLINE
BOUGHTONRIDGEGOLF.COM/PRODUCT/TTEXP

Ashbury's
Wine Tasting
March 20th, 2025 at 6:00pm
\$50 Per Person
Come indulge in an evening of exceptional wines at Ashbury's! Whether you're a seasoned connoisseur or a wine enthusiast just beginning your journey, our curated wine tasting event will offer something for everyone.
Menu
Fresh berry salad with cherry balsamic vinaigrette
Roast chicken with rosemary potatoes
Teriyaki skirt steak, roasted vegetable medley
Marzipan dessert bars topped with hazelnuts & butterscotch drizzle
Register Online:
Boughtonridgegolf.com

Ashbury's
COMEDY NIGHT
Saturday, April 19th
Calvin Evans
Larry Reeb
HOSTED BY RALPHIE ROBERTS
DOORS OPEN AT 7:30 | SHOWTIME AT 8PM
\$30 Entry includes one drink ticket
BoughtonRidgegolf.com

Ashbury's
at Brighton Ridge

ALL YOU CAN EAT

FISH FRY

\$15.95 FISH

\$18.95 FISH & SHRIMP

EVERY FRIDAY
OPEN TO CLOSE



Enjoy Every Crunchy Bite of it

DOMESTIC DRAFT PINTS \$4 **DOMESTIC DRAFT 20 OZ \$5** **DOMESTIC DRAFT PITCHERS \$13**

Lent Menu

ALL YOU CAN EAT

FISH FRY

Pepper and Egg Sandwich
\$10.95

\$15.95 FISH

\$18.95 FISH & SHRIMP



Breaded Sole w/
Garlic Dijon Sauce
\$12.95

DOMESTIC DRAFT PINTS \$4 **DOMESTIC DRAFT 20 OZ \$5** **DOMESTIC DRAFT PITCHERS \$13**



NWCSRA Wolves Basketball Team Captures Gold at State Tournament

- Three of the NWCSRA Wolves basketball teams (Gold, White and Black) competed at the Special Olympics State Basketball Competition March 8-9 at Illinois State University. The Wolves White team captured the gold medal! After an exciting overtime game, our Wolves Black team netted a bronze, and the hardworking Wolves Gold team came away with a 4th place finish. Congratulations to the NWCSRA players for a great season as well as staff, family and friends for being there for everyone throughout every practice and game this season.

Summer Camp Programs Added in Bolingbrook for 2025

- NWCSRA Summer Camp is in expansion mode. Instead of operating one central location in Plainfield, NWCSRA is adding a new location in Bolingbrook in order to accommodate camper needs and interests. Full-day and half-day as well as early childhood options will be available in Bolingbrook and Plainfield locations this year.

Reminder: Sled Hockey Experience – March 25

- Reminder – Upcoming Opportunity: The Joint SRA sled hockey experience for individuals with disabilities will take place 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 adapted sport opportunities.