

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Agenda
May 16, 2024
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
May 16, 2024
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 April 18, 2024
 - B. Monthly Board Meeting Minutes of April 18, 2024
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 \$1,150,471.35, subject to audit.
11. Committee Reports
 - A. Administration and Personnel – **Commissioner Vastalo**
 - B. Finance and Technology – **Commissioner McKay**
 - C. Buildings, Grounds, and Natural Resources – **Commissioner McVey**
 - 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.
 - (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

Staff Training and Recognition

Staff Recognition at Parkiepalooza

- ParkiePalooza: Where Fun Fuels Progress will be held on May 18 at Brooks Middle School from 8:00 am -11:00 am. Over 400 employees will participate in the training as it is for all full-time, part-time and seasonal Bolingbrook Park District staff. It will focus on four key elements: mission, innovation, safety and recognition.
- The recognition component will feature recognition for years of service to the district as well as the Susan Hoster-Suggs Award of Excellence.
- There were a total of 12 nominations for this year's Susan Hoster-Suggs Award of Excellence. The Awards Committee selected six individuals to receive this year's award, three full-time and three part-time employees. This award is the highest honor award provided to staff for their dedication, passion and inspiration toward creating a world class organization.
- The Award is in honor of Susan Hoster-Suggs who had more than 23 years of public administration experience, including 14 years in parks & recreation. She was our dedicated Executive Director for about two years prior to her passing in 2011, and previously served as our Director of Finance, Technology & HR. Sue had a vision for the Bolingbrook Park District which promoted strong teamwork as well as creating a culture that encouraged professional & personal growth for our staff. Sue helped us to achieve many goals through her leadership and support. The SHS Award of Excellence is in honor of Sue's dedication to our district's mission, and we are excited that it continues to inspire others to nominate individuals who have made outstanding contributions to the Bolingbrook Park District.

Advocacy

Parks Day at the Capitol and Legislative Conference

- Executive Director Mike Selep attended the Illinois Association of Park District (IAPD) Parks Day at the Capitol and Legislative Conference on May 7-8 in Springfield. He had the opportunity to meet with five of the seven state representatives and senators that cover areas throughout the Bolingbrook Park District during his visit.
- Mike Selep was able to discuss the successful completion of all 2019-23 referendum projects, as well as current and future projects where financial support would be helpful to accomplishing at current timetables. He had the opportunity to thank Representative Dee Avelar for her support on the Annerino roof replacement project and Representative Janet Yang Rohr for her support of the Champions and Lilac Parks playground replacements.

FINANCE AND TECHNOLOGY

Business and Technology

Excellence in Financial Reporting

- For the 23rd year in a row, the District has been awarded the Government Finance Officers Association (GFOA) Certificate of Achievement in Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting. Congratulations to the District, the Finance Team, and in particular to Tricia Dubiel, Superintendent of Business and Finance, and her team for all their efforts in preparation of the annual comprehensive financial report for 2022.

Annual Comprehensive Financial Report 2023

- Tricia Dubiel, Superintendent of Business and Finance, and her team have done an excellent job in working through the 2023 audit with our auditors, Lauterbach and Amen. The team has worked hard with a positive outcome. Our Annual Comprehensive Financial Report (ACFR) for 2023 will be presented at the June 20 Board Meeting for review and acceptance. A member of the Lauterbach and Amen team will be attending the Board workshop at 6:30 pm on June 20 to present.

Endpoint Detection Response Software Vendor Transition

- In 2022, we were able to move to an endpoint detection response software via a grant through the State that allowed us to pay for full antivirus and endpoint detection response software. The benefit was that this package also included remediation services at no cost to us, a valuable asset in the event of a compromise. In April, we were able to take advantage of a newer grant through the state through a different vendor that provides this same software package at no expense to the District, and still includes remediation services at no cost to us. We plan to take advantage of this grant through its termination in 2026. The Technology team transitioned all users to the new platform.

Training

- Tricia Dubiel and Debbie Chase attended the Financial Sustainability Workshop with other members of the Leadership Team and Board member, Jerry Hix. We are excited to see how the concepts from this workshop can be utilized to continue to provide fiscal responsibility to the community.
- Tina Simpson, Tricia Dubiel and Debbie Chase completed the internal CPRP Prep Course presented by Mike Selep.
- As a part of the Diversity, Equity, Inclusion and Belonging Committee, Tina Simpson, Tricia Dubiel and Debbie Chase along with other committee members attended an IPRA DEI Workshop.

Business Statistics

- 11 business support tickets were completed
- Activity as of 03/31/2024
 - 189 journal entries processed
 - Accounts Payable \$548,237
 - Cash Receipts \$197,261
 - Payroll Wages net \$330,366
 - Payroll Liabilities \$167,852

Technology Statistics

- 59 standard refunds were processed
- 14 household credit refunds applied
- 4 activity transfers were processed
- 63 technology support tickets were completed
- Completed computer workstation setups for the new BRAC cubicle spaces
- Deployed 2 laptops

Internal Audits

ACC All Day	Balanced
BRAC All Day	Balanced
Gymnastics Leotard Inventory	Balanced

BUILDINGS, GROUNDS & NATURAL RESOURCES

Buildings, Grounds, and Natural Resources Operations

General

- The participants that have bought plots at the Community Garden have started getting crops in the ground. Over the next month the plots will be busy with all the participants working their areas.
- We are bringing on new staff part time and the seasonal staff are starting in the coming weeks.

Buildings

- The Buildings Department continues preparation of Pelican Harbor outdoor pool; which will be opening on May 25. The bathhouse and family changing room have had new counter tops and faucets put in; water leaks have been repaired in the pools and they are being filled. The zero-depth pool has a new fresh coat of paint! The parks & NRHT crews have been out at Pelican Harbor doing a variety of different tasks as well.
- To help maintain our fields at Lilly Cache Sports Fields (east campus) and Trojan Football the buildings team are starting irrigation systems and making necessary repairs to prepare for summer dry season.

Parks/Athletics

Parks

- Garbage continues to be heavier with nicer weather, staff is keeping up with garbage and litter daily.
- Work orders for pre-school graduations, day camp, and theater have been received. Staff is preparing for the work orders that have been created.
- Grounds crew helped install the Funbrellas at Pelican Harbor.
- Grounds crews will be on site at Pelican Harbor to get sand volleyball courts cleaned up for opening day.
- Sand volleyball nets are out for the season in the parks.
- Champions, Lilac, and Oasis are just about finished and ready to be open for use.

Athletics

- Staff is working on moving flag football fields that have been too wet to play on during the weekend games. With this move, they need to take the existing posts and move them to the new location along Recreation Drive.
- Staff has been maintaining fields and making sure they are in good shape.
- Staff has been painting foul lines and soccer fields on a bi-weekly basis when possible.

Natural Resources Horticulture & Turf

- The Bolingbrook Park District has been working with The Conservation Foundation as a site host for the 33rd Annual Conservation Foundation DuPage River Sweep for many years. The purpose of this volunteer event is to “sweep our rivers clean” by picking up debris in and along the local waterways. The Natural Resources, Horticulture, & Turf divisions worked with the volunteers collecting refuse and hand pulling invasive plants. Staff and 30 volunteers met at Royce Road trailhead on May 4 and worked from 9:00 am-12 noon.
- The natural resources and horticulture crews have been focusing on treating early season invasive species in our natural areas, as well as controlling weeds in the tree rings and landscape beds.
- Natural resource and horticulture Crews have been working hard to prepare for the growing season.
- The NRHT department will be working on getting the turf and landscaping at Pelican Harbor cleaned up and ready for its opening on May 25.

Natural Resources

- Natural resources crews have been focusing on treating early season invasive species in our natural areas.
- Staff has been out over seeding, spraying for weeds, and fertilizing different areas in our parks.

Horticulture

- Staff have been working on controlling the weeds in landscape beds & tree rings.
- Staff planted 12 trees this spring, completed a bed redesign at Pelican Harbor and will be planting annuals near the end of May.
- Staff will be planting flowers in flower beds throughout the parks & facilities in the coming weeks.

Turf

- The turf crew has started mowing and string trimming parks.

Project Updates

- Drawings for the Central Park Splash pad has been finalized and bids went out on Monday, May 13 with bid opening on Tuesday, June 4. Staff plan on making recommendation for the installation at the June Board Meeting. Construction is anticipated to begin immediately following the Labor Day holiday with substantial completion by mid-November.
- Painting of the zero-depth pool at outdoor Pelican Harbor has been completed. Buildings team will begin preparation for filling.
- Staff met with the Forest Preserve District of Will County regarding a project that they are conducting by adding a trail that connects trails at the corner of Royce Road and Weber Road (Naperville), along Weber Road and eventually connects with the trail at Indian Boundary Park. Project is still in phase #1 and at least two years away from construction.
- Champions Park Playground opened to the public on Friday, May 3. Playground at Lilac Park is anticipated to be open the weekend of May 11 with Bloomfield Oasis Park to open by the end of May.
- Cubicles, carpet replacement at the BRAC was completed in April to accommodate new staff hires.
- Valley View School District has begun construction at Oak View School, which includes the removal of some of the playground at the school. Staff have been working to remove reusable items, garbage cans, etc.
- Valley View School District is replacing the playground at Jonas Salk School during Summer 2024.
- HVAC replacement at Ashbury's at Boughton Ridge has been completed.
- Staff are looking to remove the existing small parking lot located at Wipfler Park / Tibbott School due to the asphalt failing and cost to replace a District-asset that does not serve the park anymore. Staff have had discussions with both the Village of Bolingbrook and Valley View School District on whether removal is appropriate for all parties. Staff recommend the removal with replacement of turf grass. Parking is available at Tibbott School for Fields #4 and #5 at Wipfler as needed.

RECREATION AND FACILITIES

Recreation Division

Pre School / Early Childhood

Teacher Appreciation Week

- Teacher appreciation week was celebrated May 6-10 with special signage at drop-off and pick-up locations as well as treats for the teachers on Monday/Tuesday, notes/drawn pictures for the teachers from preschoolers and early childhood enrollees on Tuesday/Wednesday and vases provided by the Park District for each child to bring one flower to their teacher on Thursday/Friday. We appreciate all our teachers and know they are so important to shaping the lives of our youngest community members.

Preschool

- Preschool Step-Up and Graduation Programs for 3's and 4's will take place on Thursday, May 16 or Friday, May 17 during class time.
- Registration is on-going for the 2024-2025 school year. Current enrollment is 115 preschoolers for 2024-2025 School year. Staff are working with Marketing to enhance advertisement to secure additional enrollment.

Early Childhood

- Early childhood programs continue to exceed expectations with enrollments. Spring enrollments are looking strong with a few waitlists and those children moving into other programs within the District.

Week of the Young Child

- The Week of the Young Child celebration was held April 15 through April 20 and was well attended. A variety of Free programs were offered all week long and concluding the week-long celebration with the Touch a Truck event that featured a helicopter landing by LifeStar.
- Monday, April 15
Bolingbrook Recreation & Aquatic Complex
Time: 5:30 pm Children's Entertainer John Measner Magic Show in Partnership with Fountaindale Public Library - 165 in attendance
- Tuesday, April 16
Annerino Community Center
12:30-1:15 pm Ninjas (ages 3-5 years) - 43 in attendance
1:30-2:15 pm Gymnastics (ages 3-5 years) - 33 in attendance
2:00-3:00 pm Outdoor Art (ages 2-5 with adult) -25 in attendance
3:30-4:30 pm Sensory Play and Animal Crafts (all ages) - 27 in attendance

- Wednesday, April 17
Bolingbrook Recreation & Aquatic Complex
12:15-1:00 pm Creative Movement Dance (ages 3-5) - 24 in attendance
2:30-3:30 pm Little Learners Open Play (13 months-2 years) - 14 in attendance
5:30-6:15 pm Zumba Dance Party (all ages) - 26 in attendance
- Thursday, April 18
Annerino Community Center
3:00-5:00 pm Day One Sports (ages 3 and up) – Gym - 32 in attendance
5:30-7:30 pm Free Indoor Wall Climbs (ages 6 and up) – 27 in attendance
- Friday, April 19
Bolingbrook Recreation & Aquatic Complex - Pelican Harbor Indoor Aquatic Park
4:00-8:00 pm Free Open Swim at Pelican Harbor (all ages) - 368 in attendance
- Saturday, April 20
Bolingbrook Recreation & Aquatic Complex – Volunteer Park South Parking Lot
11:00 am-2:00 pm Touch a Truck (all ages) - 550 in attendance

Bolingbrook Park District Wednesday Summer Concerts

- It's summer! Grab a blanket, food and come out to enjoy six Chicago area bands. Concerts are held on Wednesday evenings from 7:30-9:00 pm. at the Roger C. Claar Performing Arts Center – Village of Bolingbrook/ 375 W. Briarcliff Road (behind Village Hall/Town Center)

<u>Date</u>	<u>Band</u>	<u>Genre</u>
June 5	Whiskey Road	Country
June 12	Sugar	Alternative
June 19	Vibe Music Live	Party Favorites
June 26	Fuze	Santana, Classic Rock, Salsa
July 3	28 Days	70's 80's, 90's, Rock, Pop, Country, Top 40
July 10	One Night Band	Classics to Current Hits

Visit Your Local Park

- Take a trip to your local park and while visiting take a ride on the Trackless Train and try climbing the Portable Climbing Wall, provided by the Bolingbrook Park District. Fountaindale Public Library's Outreach staff and the Bookmobile will be there, as well. Don't miss your chance to check out a book from the Bookmobile and to enjoy a variety of fun programs, stories and games. All Visit Your Local Park times are from 10:00 am-12:30 pm. Locations, dates and times listed below:
- June 2024
Friday, June 7, Central Park – behind the Annerino Community Center (201 Recreation Drive)
Friday, June 14, Remington Lakes Sports Complex (811 W. Remington Blvd.)

Friday, June 21, Wipfler Park (549 Rockhurst)
Friday, June 28, Champions Park (1600 Firethorn)

▪ July 2024

Friday, July 12, Winston Woods – parking lot by playground, across from Woodview School (200 Winston Drive)

Friday, July 19, Indian Chase Meadows – next to the tennis courts behind Pioneer School (525 Pheasant Chase Drive)

Friday, July 26, Johansen Farm Park (770 Hartford Lane)

Dance

- Day for the BPD Dance Academy May Concert was held on Friday, May 3 at BRAC. The BPD Dance Academy's May Dance Concert: Music Motion Power Hour was held on Saturday, May 11 at 2:30 pm at Bolingbrook High School. The show featured 25 dances and showcased about 150 students, ages 3-37.
- Summer dance classes begin June 3 and summer dance camps will take place for one week in June and one week in July.

Theatre

- The May theatre production of The Lion King Kids will take place on Saturday, May 18 and Sunday, May 19 at Brooks Middle School. The show featured 29 students, ages 8-13.
- Theatre Summer Showcase, Improv and Mini Broadway Stars classes begin on June 5.

Gymnastics/Cheer/Ninja

- Summer enrollment has begun. Classes will begin on June 3 for all gymnastics, cheer and ninja classes. The session runs June 3-August 11.
- The Illusions gymnastics team travels to Aurora on May 18 and 19 for their final meet of the session, the league championships.
- Staff will be hosting two camps at the end of May; Youth Gymnastics Camp on May 29 from 4-6 pm and Lil Ninjas Camp May 30 from 12-1:30 pm.
- April Nerf/Ninja/Gymnastics parties were successful with 8 parties and 112 guests in attendance.

Youth Athletics

Day One Sports Academy

- Spring session 2 classes started the week of April 22 and will go until May 30, registration for Day One classes will remain open during the class session.
- The spring session has seen an increase of 184 participants from the winter session classes.

Spring 2024										
May-24		2023 Spring Season Actual	Winter Season Actual	Spring Session 1 Actual	Spring Session 2 Actual	Spring Season Actual	Current Season Projected	2024 YTD Actual	2024 YTD Projected	2023 YTD Actual
Day One Sports Academy	Basketball	112	44	50	48	98	310	142	965	387
	Soccer	92	48	54	52	106		154		338
	Parents Tot Sports	17	13	10	9	19		32		63
	T-Ball & Baseball	41	N/A	N/A	41	41		41		105
	Flag Football	6	N/A	12	N/A	12		12		25
	Hockey	N/A	N/A	N/A	N/A	N/A		N/A		4
	Volleyball	23	11	10	14	24		35		45
Total		291	116	136	164	300	310	416	965	967

Martial Arts

- Illinois Shotokan Karate began the spring session the week of April 1, registration for classes has closed for the spring.
- Victory Mixed Martial Arts classes increased by 39 participants from the winter session.
- All Martial Arts summer session registration is currently open.

Spring 2024								
May-24		2023 Spring Season Actual	Winter Season Actual	Spring Season Actual	Current Season Projected	2024 YTD Actual	2024 YTD Projected	2023 YTD Actual
Martial Arts	Karate	173	183	180	180	363	655	673
	Modern Arnis Filipino	7	7	10	4	17	16	10
	Tae Kwon Do	34	19	21	70	40	210	147
	Victory Mixed Martial	41	19	58	30	77	110	147
Total		255	228	269	284	269	991	497

Adult Athletics

Flag Football

- The Men's Flag Football league began on Sunday April 14 with 11-teams participating this spring/summer.

Adult Softball

- The Monday night Co-Rec Recreational league has 7-teams while the Co-Rec Competitive league has 4-teams for the spring/summer season which started on Monday April 15.
- The Tuesday Over 40 league began its season on Tuesday April 23 with 7-total teams.
- The Thursday Men's league started on Thursday April 25 with 11-teams.

Adult Volleyball

- The Co-Rec Volleyball winter/spring season finally concluded on Thursday April 18. There are already teams looking to reserve a spot for the fall 2024 season.

Basketball

- There is an update to the Men's summer basketball league, there will be an A Division (Competitive) and a B Division (Recreational) in hopes to attract teams with different playing levels.
- Registration is currently open until May 19.

Adult Kickball

- New this summer is the Adult Co-Rec Kickball league, registration is open until May 31.

Climbing Wall

- Staff are in the process of hiring a Climbing Wall Instructor/Belay.
- The Climbing Wall open climb hours are slowly returning back to normal, Thursdays 5:00-7:00 pm and Saturdays from 1:00-3:00 pm.

REACH

- Enrollment for the 2023-2024 school year remains consistent compared to last month for two the sites, Pioneer and Jonas Salk Elementary School. Pioneer and Jonas Salk's registration has ended this year with a total of 140 participants compared to 154 last year. Last day of school is May 24. Registration for the 2024-2025 school year will begin July 8.

Day Camp

- The final Day Off Camp for the 2023-2024 school year took place on May 3 with 26 participants. Participants had a fun filled day enjoying activities such as games, crafts, playground and gym time, and a trip to the Pelican Harbor Indoor Aquatic Park.
- Final preparations for summer Day Camp are underway. Day Camp will begin on June 3 and run through August 9. Registration is on track with 77 participants already registered for week 1. Staff training will take place May 28-31 to kick off a great start to the season.

Youth

- Spring enrollments slightly increase from 2022 with participation in LEGO Robotics, Minecraft, Crayola Imagine Arts Wild World, Music Start and Chess enrichment programs.

Teens

- The next teen event will be a Glow Dodgeball Tournament in partnership with H2O. Here, teens will compete 6 v 6 in a dodgeball tournament under blacklights. This event is for ages 12-18. Registration is \$10 before May 24 and \$12 after May 24. Registration closes on June 3.
- Teen Pool Parties are back at Pelican Harbor this summer. Middle School Pool Night will be Thursday, June 20 from 7:30-9:30pm and High School Pool Night will be Thursday, July 25 from 7:30-9:30pm. Registration is \$10 in advance or \$15 at the door.

VVSD 21st Century Grant Program

- The Bolingbrook Park District will continue its partnership with VVSD 21st Century Grant program this summer by providing a variety of activities at Pelican Harbor and Annerino Community Center such a swim lessons, gymnastics, the indoor rock wall, and gym activities for elementary students. Middle schoolers will learn skills of a lifeguard, and experience a new fitness program for their targeted age group.

Enrichment Programs

- Events in May include a themed hike for Mother's Day called the Hand in Hand Hike. This event includes a campfire, lawn games and music. We are also hosting a special event for archery rescheduled from April, sold out with 17 participants. Archers will aim to pop water balloons to "bring May flowers."

Adult Trips

- The Enrichment team hosted a community meeting on April 26 to introduce staff to new participants, promote adult trips in the summer brochure and receive input for upcoming trips this fall and winter.
- The next trip is to the Kuiper's Midwest Tulip Festival on May 18 to enjoy nearly seven acres of tulip fields, along with live music, outdoor games and more.

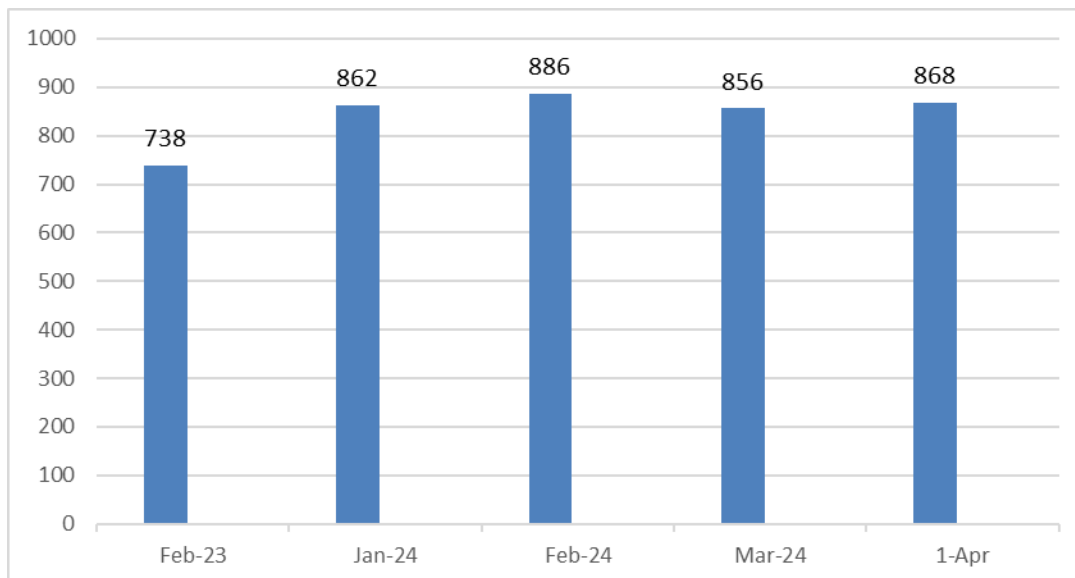
Free Events

- Frisbee Fun on May 11 includes a free frisbee for participants to decorate, then play a series of beginner-friendly games. There are currently 50 participants registered.

Facilities Division

Lifestyles Fitness

- April recorded 92 memberships: 56 new memberships and 36 renewals. Compared to 32 new and 27 renewed from April 2023.
- Lifestyles Fitness recorded 5,603* visits to the fitness center and 3,593 group fitness visits for a total of 9,196, which is up from 7,496 in 2023.
- In total, year to date, Lifestyles has 856 members. Management updated membership list, and we now have a true list of current memberships.
- 13 Month retention figures are at 72% for annual members.
- Fully staffed with Fitness Attendants
- Cleaning schedule established and working well
- Launched calling new members to set up equipment orientations – not many takers but a good touchpoint to welcome new members

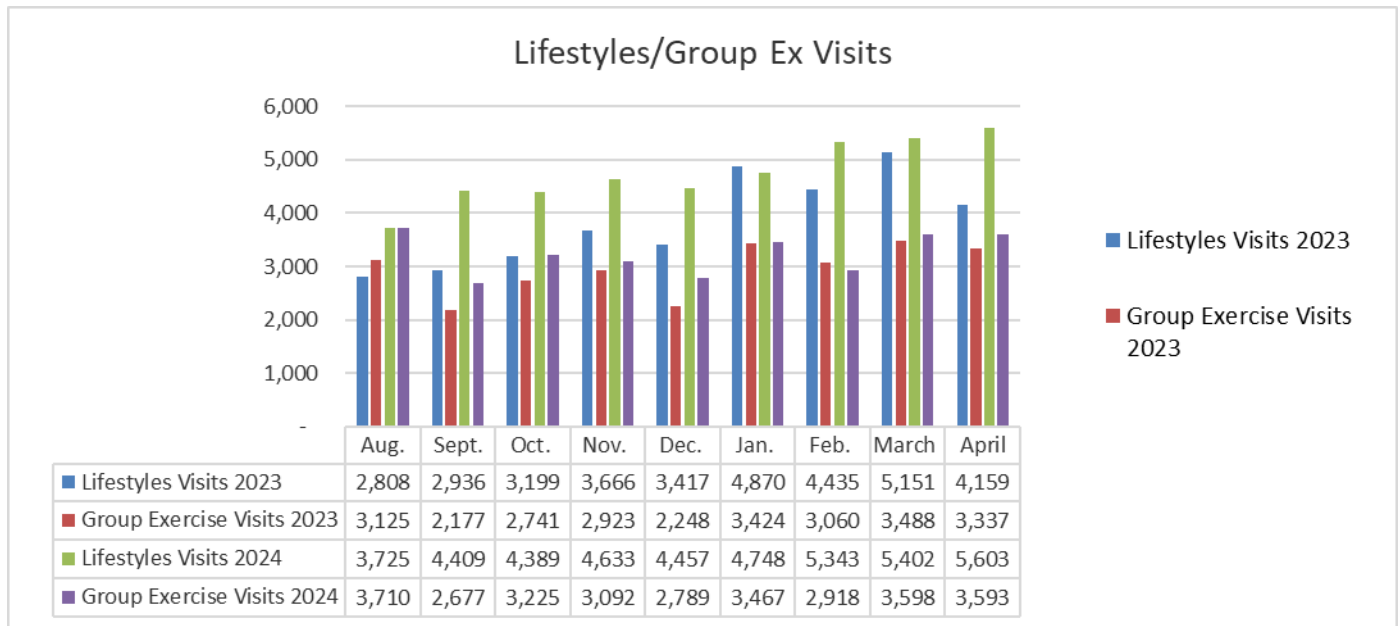


Special Events

- April 12th Emily hosted a pop-up Boot Camp at 10:45 am in the BRAC gym, with 9 people attending.
- April 17th Chiquita hosted a Family Zumba Dance Party during Week of the Young Child, at 5:30 pm in the BRAC gym, with 40+ attending.
- April 20th Lifestyles hosted a membership Open House from 11:0 am – 2:00 pm, with 2 membership sold and 3 personal training packages sold.
- April 24th Chiquita hosted. a Zumba Dance event for District 365 Hispanic parent group at ACC.
- Upcoming events are; Flow & Glow Yoga on May 17th, Zumba in the Park June 7th, Vino & Vinyasa June 12th and Lazy River 5K #1 June 22nd.
- Please follow Lifestyles on Facebook, as we are making more of an effort to post creative content.

Group Fitness

- April recorded 3,593 Group Fitness visits for the month with represents 39% of our total visits for Lifestyle!
 - Virtual classes recorded 211 participants registered in the month of March (86 actually utilized).
 - Water Aerobics recorded 689 participants in the month of April, which makes up 19% of the total group exercise visits.



Aquatics

Pelican Harbor Indoor/Outdoor Aquatic Park

Operations

- Overall, the pool is off to a positive start for the 2024 making a net worth of \$43,461.15.
- The pool grossed \$103,844 in revenue in the month of April while netting a total of \$28,806.77.
- Aquatic staff have started Lifeguard certifications with the first-class being March 23-25, April 19-21, May 5-7. Next class being May 15-19. This schedule continues through June.

Memberships and Daily Admissions

- Daily admissions brought in \$13,292 for the month of April.
- There was a total of 75 new and 45 renewed Pelican Harbor Annual Aquatic Memberships for the month of April, with a total of 1,113 Annual Aquatic Memberships.
- Pelican Harbor annual memberships made \$14,508 in revenue for the month of April.
- Pelican Summer passes went on sale April 1, and have sold 255.
- The total number of cancellations for Pelican Harbor Annual Memberships for April was 24.

Rentals, Birthday Parties and Groups

- Birthday Parties and Private Rentals total for April:
 - Pool: 33 parties / 772 guests
 - Private Rentals: 8 rentals / 433 guests
 - Groups: 6 groups / 148 guests
- Birthday Parties grossed \$10,877 in revenue for the month of April.
- Private rentals grossed \$11,258 in revenue for the month of April.
- Group bookings grossed \$7,732 in revenue for the month of April.

Swim Lessons

- Pelican Harbor had a total of 338 participants register for swim lessons in April. Exceeding the budgeted amount of 290.
- Swim lessons made \$46,947 in revenue for the month of April, which was budgeted to make \$20,150.
- Swim lessons have made a total of \$174,179 by the end of April and \$97,326 was budgeted.
- Swim lessons continues to lead swim instructors into mandatory in-services to reach their best potential as instructors.

Swim Team

- The Pelicans' summer season will begin May 20, with a total of 47 participants currently signed up, with two weeks of registration to go.
- Swimmer evaluations will occur on May 10 and 11 for returning and new swimmers as we build the team for the summer.
- Pelicans will have a parent orientation meeting May 17 where parents will receive the summer schedule and get a tour of the pool deck.
- Pelicans Swim Team has started scheduling private lessons and bringing in revenue for the summer swim team season, which earned \$7,700 in revenue for April.

Facilities Report – ACC and BRAC

Apr-24		2023 Month Actual	Previous Month Actual	April Actual	2024 YTD Actual	2023 YTD Actual
External BRAC Facility Rentals	GYM	92	61	85	239	275
	ROOMS	22	19	20	68	77
	Total	114	80	105	307	352
External ACC Facility Rentals						
External ACC Facility Rentals	GYM	0	8	2	19	8
	ROOMS	35	10	21	47	23
	Total	35	18	23	66	31
Open Gym Punch Pass Purchases						
	Total	0	3	1	9	0
Daily Open Gym Admissions						
	Total	321	578	503	2,024	1,262

Staffing

- The team is working on hiring a new building attendant to help clean and set-up rentals at the BRAC on Saturdays and Sundays for the morning shift.
- Along with facilities hiring new staff, they have also hired on two new Facility Managers on Duty who will be working the open Sunday morning and Sunday evening shifts.

Operations

- The Facility Manager & Assistant Facility Manager have reworked the open play schedule to provide more times to multiple ages, along with revamping the expectations and procedures for open play. The team has also worked on recreating a monthly open play calendar to go out each month.
- Facilities are working on improving facility rental procedures and expectations. These factors will help structure the team to be successful and create a positive work culture for the team.

Rentals

- Annerino Community Center (ACC) gym and room rentals have made \$4,790.00 total for the year 2024.
- Bolingbrook Recreation Aquatic Complex (BRAC) gym and room rentals have made \$25,928.50 total for the year 2024.

Open Play

- Open Play has made \$5,181.00 total for the year 2024.
- There was one renewal open gym punch pass purchased for the month of April. Last year 2023 April there were 0 open gym punch passes purchased, as it wasn't an option until fall.

MARKETING AND CUSTOMER CARE

Bolingbrook Park District Marketing Initiatives

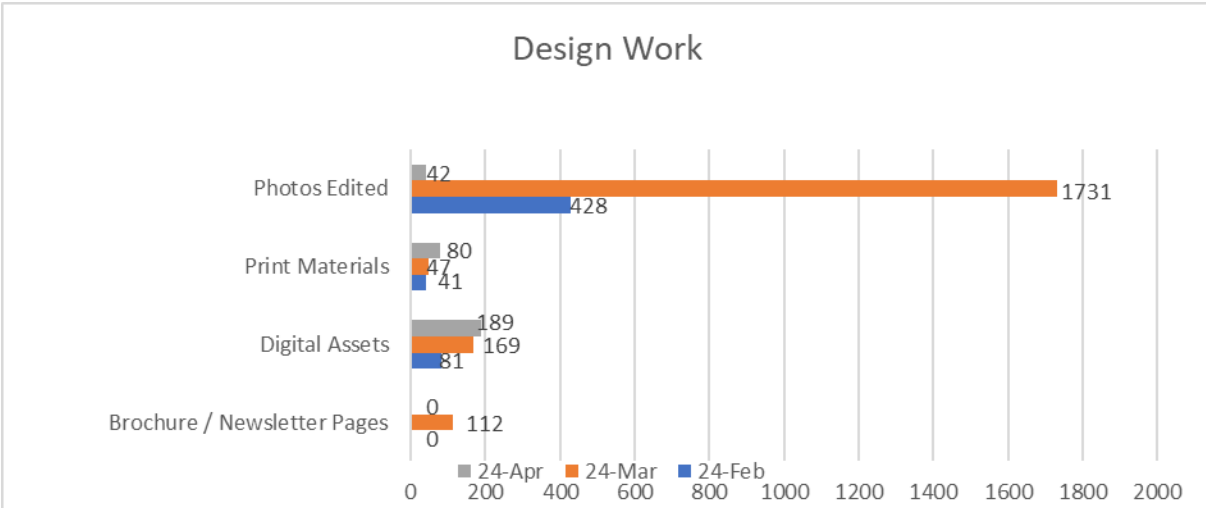
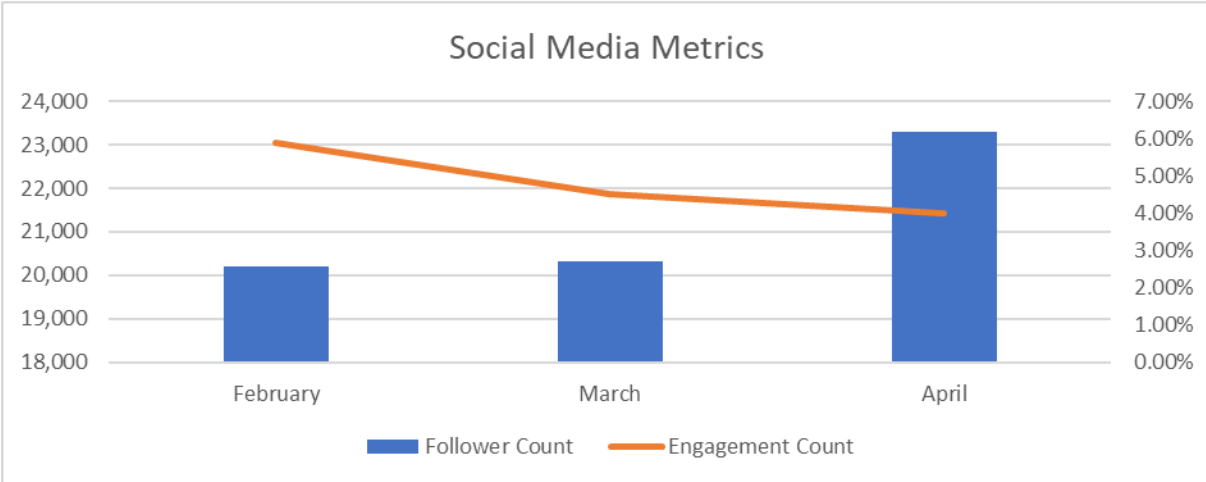
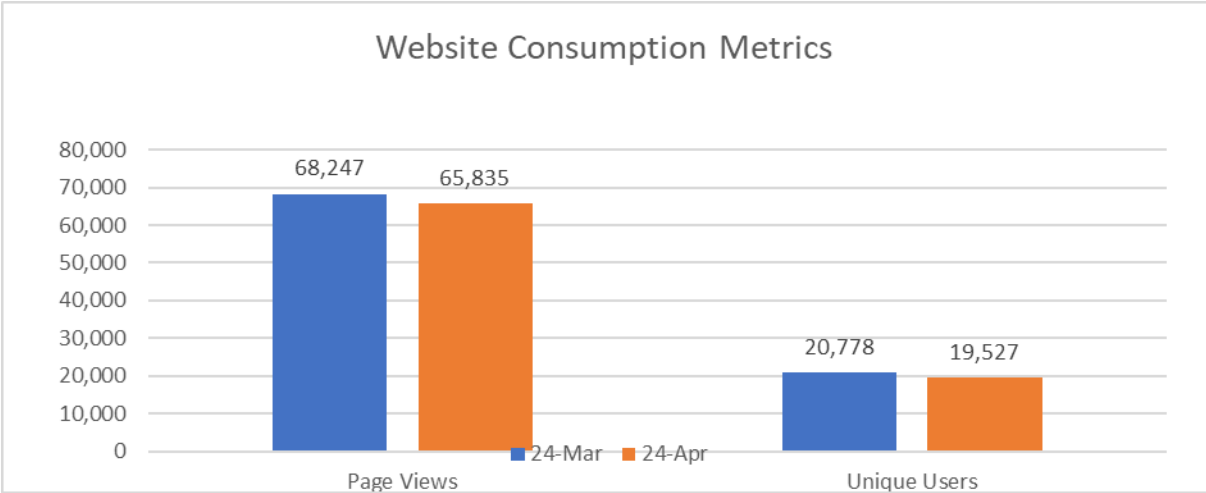
Bolingbrook Park District Welcomes Summer Interns

- Bolingbrook Park District is welcoming Jamie Paleczny, a Clinical Dietetics Student from Grand Valley State University, to our team this summer. She is completing her 300 hours of clinical work in a community setting. Jamie is a resident of Bolingbrook. While she is here, she will be working on a number of projects including: hosting nutrition seminars, researching the best diet and nutrition apps for fitness, creating numerous nutrition-based information pieces, a week of free body composition testing, nutrition activity with campers, and more. Her start date is May 13 and she will be with us through July.
- Olivia Brzek has been hired as this year's summer marketing intern. She is a student at Lewis University majoring in Public Relations/Advertising with a minor in Graphic Design and Digital Marketing. She will be assisting on many projects and partnering with Jamie to assist with nutrition-based information pieces. Olivia will start the week of May 13 and continue through the end of July as well.
- We look forward to welcoming both Jamie and Olivia for the summer.

Innovation Committee Kicks Off Online Idea Suggestion Site at Parkiepalooza

- The Innovation Committee will be launching its new iBox site, which is an online suggestion box for Bolingbrook Park District employees to submit their ideas. The site will be introduced to employees at Parkiepalooza on May 18. Ideas submitted must help us improve the district in one of four key areas: customer experience, employee engagement, operations improvement, or a brand new idea.
- Other initiatives to be launched at Parkiepalooza include Innovation Tokens, Small Group Sessions, and our new Innovation Awards. The committee has put in a lot of work through the last eight months and are excited to see these initiatives launch.

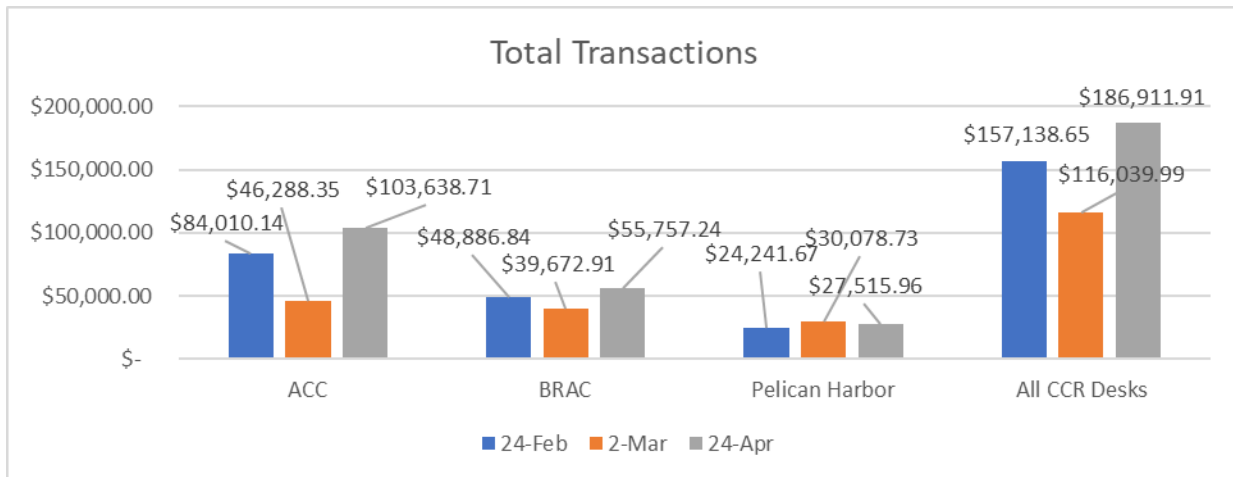
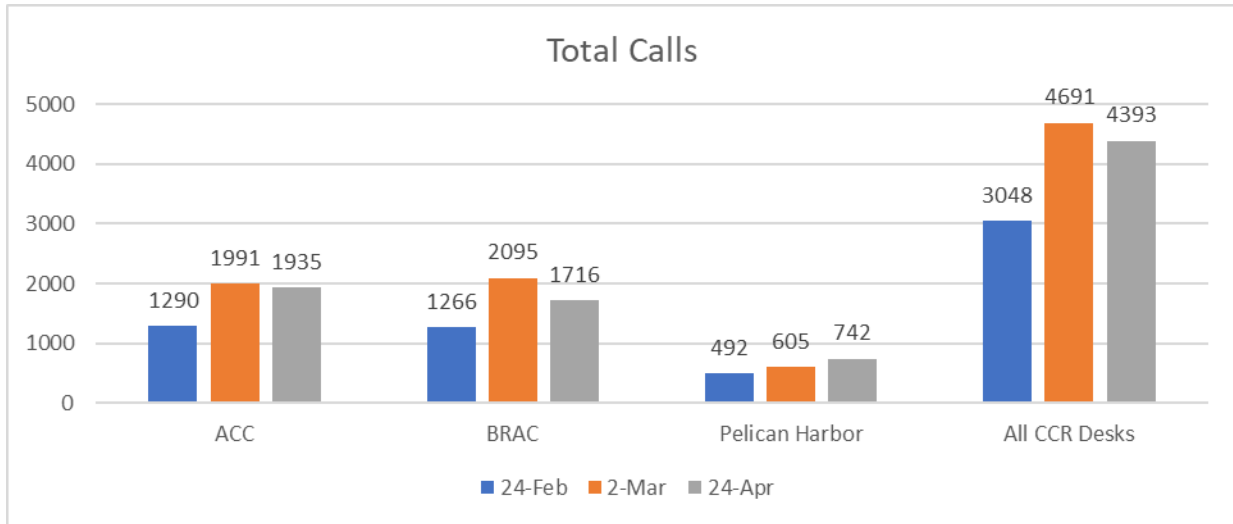
The screenshot shows the Bolingbrook Park District iBox website. At the top, there is a navigation bar with the logo "Bolingbrook Park District iBox" and "Community Forums" on the left, and a user profile "Kim Smith" on the right. The main heading is "Where ideas come to Life!" with a subtext: "A place where Bolingbrook Park District employees can share ideas to help us provide world-class park and recreation services in a fiscally responsible manner." Below the heading is a search bar with the placeholder text "Enter your search term here". The main content area contains a paragraph: "Employees are welcome to submit ideas for consideration. Each submission must fall within one of the four categories of service listed below. Each submission will go through a review process by one of the Innovation Committee moderators. Ideas will then be submitted to the appropriate department leadership to get their initial thoughts. Department leadership may implement the idea, veto the submission, or ask for input/funding from the Innovation Committee. Updates will be posted for each submission. We can't wait to hear your ideas." Below this paragraph is a line of text: "Simply click on the 'New Post' button on the right and submit your idea." At the bottom, there is a category filter "Customer Experience 2 topics" and a "New post" button.



Bolingbrook Park District Customer Care Initiatives

New Customer Care Assistant Manager is Hired

- Congratulations to Isabella Damocles for being selected as the new Customer Care Assistant Manager. She comes to us from Uncle Bubs BBQ as the Event Sales and Event Coordinator. She began her career with Bolingbrook Park District on April 29. Isabella is a resident of Bolingbrook and excited to learn more about Bolingbrook Park District and the community.



BOUGHTON RIDGE GOLF COURSE & ASHBURYS



Preliminary Golf and Restaurant Monthly Performance

Ashbury's and Boughton Ridge Golf Course's total revenues are up 16.6% compared to the first four months of the year in 2023. Overall revenue has exceeded budget by 7.4% YTD.

2024	2024	2024				YTD	YTD		Prior Year	2024 vs.
April Preliminary	Month Actual	Month Budget	Var	%		2024 Actual	2024 Budget	%	2023	2023 Actual
Golf Greens Fees Revenue	\$33,488	\$40,950	-7,462	-22.3%		\$61,908	\$58,024	6.3%	\$43,105	30.4%
Golf League Revenue	\$3,415	\$0	3,415	0.0%		\$3,415	\$0	0.0%	\$4,512	-32.1%
Riding Cart Revenue	\$8,297	\$5,074	3,223	38.8%		\$15,237	\$5,748	62.3%	\$7,633	49.9%
Pro Shop Revenue	\$3,137	\$2,542	595	19.0%		\$5,597	\$3,616	35.4%	\$4,902	12.4%
Restaurant Food Revenue	\$20,505	\$20,788	-283	-1.4%		\$72,360	\$68,070	5.9%	\$60,533	16.3%
Restaurant Liquor Revenue	\$18,149	\$22,365	-4,216	-23.2%		\$65,083	\$70,222	-7.9%	\$57,944	11.0%
Banquet Revenue (Food and Bev)	\$23,051	\$24,000	-949	-4.1%		\$73,302	\$71,488	2.5%	\$69,592	5.1%
Total Revenue (after comps)	\$113,227	\$118,449	-5,223	-4.6%		\$308,159	\$285,236	7.4%	\$256,985	16.6%
Payroll Expense	\$69,073	\$75,748	-6,674	-9.7%		\$244,298	\$264,622	-8.3%	211,425	13.5%
Est. Food and Bev COGS	37.0%	35.5%	1.6%	4.2%		38.1%	35.5%	2.6%	44.4%	-6.3%
Est. OPEX (Operating Expense)	\$50,542	\$57,334	-6,792	-13.4%		\$203,640	\$215,262	-5.7%	208,184	-2.2%

Preliminary Golf and Restaurant Monthly Performance

- **Overall Revenue**
 - Overall revenue for April 2024 was below budget by \$5,223. It remains \$22,923 ahead of YTD budget and \$51,173 ahead of last year's revenue at this time last year.
 - Golf revenues were .5% below than budget as there was a high volume of days with precipitation and colder temperatures throughout the month.
 - Food and beverage as well as Banquet revenue fell short of budget by a total of \$5,448 for the month of April, but remain \$965 ahead of overall revenue for FY24 and \$22,675 ahead of last year's revenue at this time.

- **Operational Expenses**
 - Expenses were managed well throughout the month.
 - Payroll was 9.7% under budget for the month.
 - Overall operating expenses were 5.7% under budget YTD.

Events & Promotions

- There are a few events scheduled in the upcoming month, including a Mother's Day Bruch on May 12, Paint n' Sip event on May 20; Folds of Honor Memorial Day Scramble for May 25 and a Nine Wine and Dine for June 1.

Ashbury's
at Boughton Ridge

Mother's Day Brunch

Sunday, May 12
Seatings at 10:00 am & 12:30 pm

Adult \$45, Children 12 and under \$22.50, Infants FREE.
For person price includes soft drinks, coffee & tea, rice and gratia.
Alcoholic beverages additional.

Reservations required
Book online at: boughtonridgegolf.com/shop



MENU HIGHLIGHTS
 Tomato Florentine Soup
 Breakfast Pastries, Danish and Muffins
 Deluxe Salad Bar
 Cheddar Scrambled Eggs
 Bacon and Sausage, Breakfast Potatoes
 Build a Yogurt Parfait Station
 Beef and Broccoli with Jasmine Rice
 Chicken Alfredo with Pasta
 Grilled Salmon with Lemon Butter and Herb Couscous
 Chef's Fresh Vegetable of the Day
 Dessert Table
 Unlimited Mimosas available

A Facility of the 2019 Ashbury Park Golf Course. © 2024 Ashbury's at Boughton Ridge Golf Course.

Perfect Palette
Starting at \$40

Paint n' Sip

We Offer...
14in Rounds
16in Trays
18in hangers
4ft porch Leaners

May 20th @ 6pm

Ashbury's
at Boughton Ridge

To register use the QR Code or call/text Jaime @ 630-207-0836



 @perfectpalettesipnpaint
 perfectpalettesipnpaint@gmail.com

BOUGHTON RIDGE GOLF COURSE PRESENTS

★★★★★

FOLDS OF HONOR MEMORIAL DAY SCRAMBLE

SATURDAY, MAY 25TH 2024
10:30AM REGISTRATION
11AM SHOTGUN START

GOLF & CART, SLEEVE OF BALLS, FOLDS OF HONOR DONATION, AND PRIZES!!

\$40 PER PLAYER



**REGISTER
HERE**

Trivia Tuesdays

PLAY FREE TRIVIA...WIN GIFT CARDS!
7:00-9:00 PM
RESERVE YOUR TEAM'S TABLE AT (630) 783-6602.

Ashbury's
at Boughton Ridge



Agency to Receive ARPA Funds for Summer Day Camp

- NWCSRA staff began working on the process of gathering information for reporting on the Will County ARPA grant. The agency will receive reimbursement from Will County for costs associated with running the agency's Summer day camp this year. This is the most heavily subsidized program at NWCSRA due to the high volume of staff needed to conduct the program.

Donation Received from Bolingbrook Community Chorus

- NWCSRA received a \$605 donation from the Bolingbrook Community Chorus Spring Concert that took place on Sunday, April 21. At intermission, Executive Director Jill Mukushina introduced the agency and spoke about the Adult Day Program, who was the requested beneficiary of the Bolingbrook Community Chorus' intermission collection for charity donation.

Growth in Sensory Room Utilization

- Seal South School attends weekly and Valley View STEP program began sensory sessions in April at the Bolingbrook Sensory Oasis within the Annerino Community Center. NWCSRA in-house groups are utilizing weekly and individual sessions are being conducted daily at both Bolingbrook and Romeoville. Over 50% of anticipated revenue for FY24 has already been collected for Sensory programming through April.