

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Workshop Meeting Agenda
July 20, 2023
6:30 PM

1. Call to order
2. Roll call
3. Approval of Agenda
4. District Operations and Activities Update
5. Communication from the Public
6. Unfinished Business
7. New Business
8. Closed Session pursuant to 5 ILCS 120/2 (c) for the purpose of discussing:
 - (1) The employment, discipline and performance of specific employees.
 - (2) Collective negotiating matters.
 - (5) The purchase or lease of real property.
 - (6) The setting of a price for sale or lease of property.
 - (11) Pending or probable litigation.
 - (21) Approval or semi-annual review of closed meeting minutes.
9. Motion to adjourn

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Board Room
Board Meeting Agenda
July 20, 2023
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 June 15, 2023
 - B. Monthly Board Meeting Minutes of June 15, 2023
6. Correspondence to Board from the Public
7. Communication from the Public at Meeting
 - A. Introduction of State Representative Dagmara “Dee” Avelar, 85th Legislative District
8. Attorney’s Report
9. Leadership Team Report
11. Treasurer’s Report
 - A. Approval of Disbursements – approval of payment of bills including travel reimbursement in the amount of \$733,099.66, subject to audit.
12. Committee Reports
 - A. Administration and Personnel – **Commissioner Vastalo**
 - B. Finance and Technology – **Commissioner McKay**
 - *Motion to approve Ordinance 23-04 amending the Bolingbrook Park District Operations Manual re Section 7 “Purchasing Authority and Prompt Payment Policy” and Section 34 “BPD Disaster Recovery Plan”.*
 - C. Buildings, Grounds, and Natural Resources – **Commissioner McVey**
 - *Motion to approve Resolution 23-20 approving license agreement for the use of Park District Property along Indian Boundary Road.*
 - *Motion to approve Ordinance 23-05 authorizing the sale of Real Property owned by the Bolingbrook Park District that is no longer needed or deemed necessary or useful.*
 - D. Recreation – **Commissioner Hix**
 - Pre School/Early Childhood
 - Dance/Theatre
 - Gymnastics/Cheer/Ninja
 - REACH/Day camp/Enrichment
 - Youth and Teen Programming
 - Community Events

- E. Facilities – **Commissioner Hix**
 - Fitness
 - Aquatics
 - Athletics
 - Adult Trips
 - F. Marketing – **Commissioner Andrews**
 - G. Golf Course and Ashbury’s – **Commissioner Andrews**
 - H. NWCSRA - **Commissioner Andrews**
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- 13. Unfinished Business
 - 14. Communication from the Public at Meeting
 - 15. New Business
 - 16. Announcements
 - 17. 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.
 - 18. Adjournment
 - 19. Citizens’ Guide to Addressing the Park Board:

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

- 1. A person shall be permitted to speak upon being recognized by the chairperson. Please stand (if possible), announce your name and address before commencing. All comments under COMMENTS FROM THE PUBLIC are limited three (3) minutes, and each person shall only be permitted to speak once.
- 2. All speakers shall address their comments to the chairperson. The chairperson may request that the appropriate member of the Park Board or staff respond to the comment.
- 3. The chairperson shall preserve order and decorum. The chairperson shall decide all questions of order.
- 4. When addressing the Park Board, members, administrative officers and other persons permitted to speak shall confine their remarks to the matter at hand and avoid personal remarks, the impugning of motives, and merely contentious statements. If any person indulges in such remarks or otherwise engages in conduct injurious to the harmony of the Park Board and the meeting, the chairperson may immediately terminate the opportunity to speak. This decision is at the discretion of the chairperson or upon the affirmative vote of two-thirds ($\frac{2}{3}$) of the park board commissioners present. Any person, except a member of the Board, who engages in disorderly conduct during a meeting, may be ejected from the meeting upon motion passed by a majority of the Board present.
- 5. Please do not repeat comments that have already been made by others.

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Multi-Purpose Room
Workshop Meeting Minutes
June 15, 2023

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

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

District Operations and Activities Update

Indian Boundary Fence Update

Executive Director Mike Selep gave a brief update regarding the Indian Boundary park fence. Selep informed the board he received a signed letter from all 12 homeowners stating they are interested in purchasing the property, but this was different from the Park District's letter of intent, which it provided to the homeowners. Two of the homeowners have returned the Park District's letter of intent with a \$1,000 deposit. The board will consider the option of selling if all Park District letters of intent and deposits are received by June 30.

Selep asked the district's Attorney John O'Driscoll to elaborate on the additional options the board could consider that were the most cost effective. Attorney O'Driscoll briefly explained 3 options that would be the most cost effective:

- 1) Remove fence and do not replace (if no agreement to sell is reached) – residents can put their own fence up (Village permit). Residents would still be asked to remove personal items (swing set, bushes, landscaping, etc.) off park district party at the end of the term of the license agreement. This would save the district \$60,000 for a new fence.
- 2) Sell property by way of a quitclaim deed and do not replace fence. This would eliminate/reduce title fees and closing costs.
- 3) Sell property by way of a quitclaim deed and replace fence. Like option 2, this would eliminate/reduce title fees and closing costs.

Commissioner Vastalo asked if there were any board members who were opposed to selling all together? No board members said they were completely opposed to selling.

Commissioner McKay said he would consider meeting somewhere in the middle. Both parties do not want to pay for legal fees.

Commissioner McVey said he is not in favor of paying costs for the sale to individual residents, and also not in favor of the quitclaim deed.

Commissioner Andrews is in favor of option #1 if an agreement with residents cannot be reached.

Commissioner Hix said he is not in favor of paying costs for the sale to individual residents, and not in favor of a quitclaim deed.

Discussion ensued between board members and they feel option #1 makes the most sense.

Annual 2022 Comprehensive Annual Report (ACFR)

Tricia Dubiel, Superintendent of Business and Finance along with Jennifer Martinson of Lauterbach and Amen presented the 2022 Annual Comprehensive Financial Report. Tricia said two motions will come before the board tonight for approval:

- *Motion to accept the Annual Comprehensive Financial Report Year Ended December 31, 2022.*
- *Motion to acknowledge receipt and acceptance of Certification from Disclosure Officer confirming that the 2022 Annual Comprehensive Financial Report is complete and accurate in all material respects and the EMMA disclosure will be filed in a timely manner.*

Tricia described the Letter of Transmittal, which is a comprehensive summary of operations in Fiscal year 2022, describing why certain decisions were made throughout Fiscal Year 2022.

Jennifer Martinson gave a brief overview of how the audit went. Jennifer thanked the board. The board had no questions or comments on the Annual 2022 Comprehensive Financial Report.

Personal Purchasing Authority

Debbie Chase, Director of Business and Technology reported in 2018 staff asked the board for some additional purchasing authority for managers which has worked very well. Debbie said with recent staffing changes it became apparent we have some additional purchasing authority needs that we would like to bring before the board at the July Board Meeting. The need is for an assistant manager's supervisor position (just below a manager) have a \$1,000 purchasing authority for that position. The other purchasing authority request is for pre-approved staff authorized to approve a purchase not exceeding \$250. Those are the two recommendations for the July Board meeting. The board had no questions.

Mike Selep reported with the resignation of the Facility/Fitness Manager this position is being re-evaluated for possible changes.

Communication from the Public

Commissioner Hix stated this is the Workshop where the board discusses specific general information from the Executive Director. If you wish to discuss the fence issue please wait until we open the formal board meeting.

Unfinished Business

None

New Business

None

Closed Session

None

Adjournment

Commissioner Hix made a motion to adjourn from the Workshop Meeting at 7:15 pm. Second: Commissioner McKay. All in Favor "Ayes".

Minutes Verification Signature

**Bolingbrook Park District Board Secretary
Dorothy Andrews**

BOLINGBROOK PARK DISTRICT
Annerino Community Center – Multi-Purpose Room
Board Meeting Minutes
June 15, 2023

President Hix called the meeting to order at 7:22 pm. Roll call: Andrews, McKay, Vastalo, McVey, President Hix.

Executive Director Mike Selep began the meeting with the Pledge of Allegiance.

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

Motion Commissioner Hix, second: Commissioner McVey to approve the following meetings:

- Monthly Work Shop Meeting Minutes of May 18, 2023
- Monthly Board Meeting Minutes of May 18, 2023

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

CORRESPONDENCE TO THE BOARD FROM PUBLIC

Commissioner Hix received a request from two residents on Carriage Lane regarding three very large cottonwood trees in Forest Park. The trees are shedding cottonwood all over their property and AC units.

Chris Finn, Director of Buildings, Grounds and Natural Resources said due to the weather the cottonwoods have been producing a lot of cottonwood this year. The two trees in question are close to the property line and one is in the park. Chris Finn said the trees are very healthy and there is no need to cut them down. The trees are too large and too close to the houses and street for the park district to comfortably remove them. A contracted service would have to remove the trees.

Chris Finn said there is a treatment to slow down the germination of cottonwood and he will discuss with the natural resource team. The park district would like to be notified if the homeowner wishes to trim the trees themselves. Chris Finn said if you trim too much off one side it would make the tree side heavy and could possibly topple over into the park.

Commissioner Hix said on behalf of the board he will let the residents know the district does not cut down healthy trees. They will have an opportunity to trim trees if they choose to and perhaps there is a remedy to reduce the production of cottonwood.

COMMENTS FROM THE PUBLIC AT MEETING

Commissioner Hix opened the floor for comments from the public. Hix stated all comments under COMMENTS FROM THE PUBLIC are limited three (3) minutes, and each person shall only be permitted to speak once. The public is giving input to the board and the board may or may not respond. The floor is now open.

There were no comments from the public.

ATTORNEY'S REPORT

No report

LEADERSHIP TEAM REPORT

Executive Mike Selep announced State Representative Janet Yang Rohr is going to provide funding for renovations at Champion and Lilac Parks. Representative Rohr earmarked \$142,000 to help with the playground renovations. The funds just passed in the Illinois House and Senate, and are waiting for Governor Pritzker's approval. Representative Rohr serves Naperville, Warrenville and a portion of Bolingbrook. The two parks were slated for improvements in 2025 and we will now move the improvements to 2024 to utilize those funds.

Mike Selep turned the floor over to Chris Finn, Director of BGNR who introduced two new staff.

- Anthony Morrison was hired as a Grounds Worker. Anthony is married, has two sons, and two dogs. He has been a resident of Bolingbrook since 1998. Prior to Anthony joining the park district team he worked in the Bobcat industry for 23 years. Chris Corbett, Superintendent of Projects and Loss Prevention will mentor Anthony.
- Nicholas Riebel was hired as a new NRHT Grounds Worker. Nicholas is new to the field and is a recent graduate of Southern Illinois University with a degree in Forest Recreation Park Management. He worked as a seasonal for the Kendall County Forest Preserve. Nicholas has two cats.

Kai Wahlgren introduced Tyler Gillespie the district's summer intern. Tyler is a senior at Aurora University. Tyler will be working for all the managers in all facets of the district. He enjoys playing basketball and hanging out with family and friends.

Commissioners welcomed Anthony, Nicholas and Tyler.

TREASURER'S REPORT

Commissioner Andrews made a motion for the approval of payment of bills including travel reimbursement in the \$944,660.06, subject to audit. Second Commissioner Vastalo. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

COMMITTEE REPORTS

Administration and Personnel – Commissioner Vastalo reported:

Commissioner Vastalo made a motion to approve Resolution 23-18 authorizing the law firm of Tressler LLP for the purpose of intervening in real property tax assessment proceedings on behalf of the Bolingbrook Park District. Second: Commissioner McKay. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Vastalo congratulated the recipients of the 2023 Susan Hoster-Suggs Award of Excellence.

Finance and Technology – Commissioner Hix reported:

Commissioner Hix made a motion to accept the Annual Comprehensive Financial Report Year Ended December 31, 2022. Second: Commissioner Vastalo. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Hix made a motion to acknowledge receipt and acceptance of Certification from Disclosure Officer confirming that the 2022 Annual Comprehensive Financial Report is complete and accurate in all material respects and the EMMA disclosure will be filed in a timely manner. Second: Commissioner Andrews. Roll call: Ayes: Andrews, McKay, Vastalo, McVey, President Hix. Nays: None. Absent: None. Motion passed 5/0.

Commissioner Hix informed the public the 2022 Annual Comprehensive Financial Report is available on the districts website and available for viewing at the Annerino Community Center.

Commissioner Hix thanked the Finance and Technology team for getting the pool up and running. Opening the pool is a major event every year. It takes a great deal of teamwork from across the district to make this happen.

Buildings, Grounds and Natural Resources – Commissioner Andrews reported:

After waiting several months, the Building and Grounds Department received two of the four trucks that were on order, an F-150 and an F-250. Staff is working on getting some safety lights installed, park district decals placed on it, and then the trucks will be put into our working fleet.

The buildings division is very excited that Pelican Harbor is now fully open with all features running.

The box truck has been setup for summer movies for Rec staff, with a new ramp and cart for screen.

Park shelters are being repainted by playground staff- Balstrode and Johansen are complete, Ivanhoe Park will be next.

Bulldog, Indian Boundary, and Tee Ball have had tree rings and beds mulched by the athletics crew to enhance the park areas.

Staff have begun to prep for the Bolingbrook Soccer Clubs Labor Day tournament by getting Lily Cache Soccer Fields cleaned up with fresh mulch, weeding beds, and trimming bushes.

Staff is preparing for the annual Beep Baseball Tournament held at Volunteer Park on June 10 & 11.

The NRHT department helped host the annual DuPage River Sweep on Saturday, May 20. There were 58 volunteers that helped BPD staff collect garbage and hand pull invasive species along the DuPage River Greenway from Royce Road to Hidden Lakes.

The turf crew continues to mow parks on a regular basis. With the dry weather the spring grass has not been growing as fast as normal for this time of the year.

Playground at Wood View Elementary School has been removed and the contractor has begun excavation to prepare install. Staff spoke with the Principal at Jamie McGee Elementary School and were told construction is anticipated to begin in late June due to Summer School. Replacements are anticipated to be complete prior to the 2023-2024 School Year. Valley View School District is managing the project and funding both replacements.

Staff are working with Upland Design on trail ADA work. Anticipating going out to bid for trail work in late June, early July. Schedule work to commence in Fall 2023.

Loss Prevention – staff are working with PDRMA on the ‘Risk Management Review’ and reviewing safety policies, trainings for all staff.

Recreation & Facilities – Commissioner McKay reported:

Recreation

Preschool enrollment is ongoing for the 2023-2024 school year with 129 enrollees. Preschool teachers have packed up the classrooms to prepare for summer programs.

Members of the preschool team attended the Almost Home Kids facility in Naperville. Almost Home Kids was presented with a donation from the Preschoolers for \$1,019. Preschoolers were encouraged to

participate in “Friends Helping Friends” by donating monies for Almost Home Kids as part of our Week of the Young Child Celebration.

A total of 746 tickets were sold for the May Dance Concert.

Our Illusions gymnastics team is back in the gym for the summer working on new skills and getting ready for a new season in 2024. Our team will be demonstrating their skills and tumbling passes at the Village Picnic on June 25 at the Village Hall. We will also be selecting some of our ninjas to represent the program at the Village Picnic on June 25 at the Village Hall.

A total of 472 tickets were sold for our 3 “*Annie Kids*” performances. This is about a 40% increase in sales from last year’s spring musical.

Day camp began on June 5 and runs through August 11. Registration is ongoing weekly and is projecting over 200 campers per week.

Free summer Movies in the Park began on June 8 with Black Panther 2, and will continue every other Thursday through August 3.

The Family Bike Challenge will take place on Saturday, June 24 by Meijer. Families will receive a map of parks to visit where they will complete a game, with a chance to win a prize at the end of the event.

Our next teen event will be our teen pool parties this summer on June 29 and July 13 from 7:30-9:30 pm at Pelican Harbor. We currently have 4 registered for our Middle School Night and 2 registered for our High School Night.

There are three remaining summer concerts at the Roger C. Claar Performing Arts Center on June 21, 28 and July 5.

Take a trip to your local park and while visiting take a ride on the trackless train, try climbing the portable climbing wall, check out a book with the Fountaindale Public Library Bookmobile

June

- Friday, June 23, Wipfler Park (549 Rockhurst)
- Friday, June 30, Indian Chase Meadows – next to the tennis courts behind Pioneer School (525 Pheasant Chase Drive)

July

- Friday, July 7, Champions Park (1600 Firethorn)
- Friday, July 14, Remington Lakes Sports Complex (811 W. Remington Blvd.)
- Friday, July 21, Johansen Farm Park (770 Hartford Lane)
- Friday, July 28, Winston Woods – parking lot by playground, across from Woodview School (200 Winston Drive)

Fitness

May recorded 83 memberships: 32 new memberships and 51 renewals, exceeding the 65-memberships projected for May.

Lifestyles fitness recorded 6,770 visits for the month of May which was 1,400 more visits than May of 2022.

In total, Lifestyles has a total of 794 members, year-to-date, right on pace with current projections.

The current group fitness class schedule contains 45 classes per week. May recorded 2,460 group fitness visits for the month which represents 36% of our total visits to Lifestyles!

Virtual classes continue to be a popular offering for some of our members.

\$288 was brought in from group exercise and fitness drop ins which is equivalent to 11 full-time members.

Aquatics

Outdoor pool opened May 27 at 11:30 am to pass holders and 12:00 pm-5:30 pm to the public.

Overall, the pool is off to a positive start for the 2023 making a net worth of \$81,488.50.

The pool made \$24,863.25 in revenue over Memorial Day weekend. This is a successful start to the 2023 outdoor pool.

The Outdoor PH bathhouse flooring project was completed on Saturday, May 27 and the washrooms were opened for full operations on Tuesday, May 30.

Overall, aquatics has trained 251 staff, and is still hiring Lifeguards.

Aquatic staff have started Lifeguard certifications having completed 4 lifeguard courses so far. Lifeguard courses continue through June. There have been 93 lifeguards officially certified and 10 more new guards have just accepted the position and will go through training in June.

Birthday parties made \$13,545.00 in the month of May and was budgeted for \$6,500.00. Private rentals made \$12,526.00 in the month of May and was budgeted for \$1,890.00. Group bookings made \$16,666.00 in the month of May and budgeted for \$5,000.00

Pelican Harbor had a total of 103 participants register for swim lessons in May. Exceeding the budgeted amount of 94.

Swim lessons has earned a total of \$198,869.94 through May while \$123,730.00 was budgeted.

Pelicans Swim Team started scheduling private lessons and bringing in revenue for the summer swim team season, which earned \$13,469.15 revenue in May exceeding the budgeted amount of \$2,000. Typically, the Pelicans summer season starts in June, this why the revenue exceeded expectations.

Adult Trips

This summer the adult trips will be busy with trips planned to the Chicago Air and Water Show, Jazzing at the Shedd, a Nature Museum Tour, and a Beekeeping experience just to name a few!

Adult Athletics

Adult softball for the spring season has a total 42 teams, which is an increase of 7 teams more than 2022.

Registration is open for summer youth athletic and martial arts programs.

Bolingbrook Youth Flag Football informed the Park District their group was dissolving after fall of 2022. The Park District is offering youth flag football leagues for ages 5-6, 7-9, and 10-13. Enrollment is now available and aiming to begin the evaluations on August 5.

Marketing – Commissioner McVey reported:

A special welcome goes to Tess Eken. She will serve as the Bolingbrook Park District's summer marketing intern. Tess attended our preschool here at the Bolingbrook Park District and worked as an assistant swim team coach with our very own Bolingbrook Pelicans! Her first day was May 30.

The third UChicago AdventHealth Bolingbrook seminar took place on Monday, May 8. The topic was Women's Health and Nutrition. This was a request from the Lifestyles membership on topics they would like to attend.

The First Bolingbrook Bank & Trust held a seminar at the Annerino Community Center. The seminar focused on the home buying process.

Golf Course & Ashbury's – Commissioner McVey reported:

Ashbury's and Golf Course's bottom line at the end of June is on budget. The comparison to last year through May is good. Total revenue is up 13% and expenses down 2%.

Golf green fees did very well for the month of May exceeding budget in fees, leagues, and riding carts.

Struggled in the food and beverage area. As the golf course has found a new banquet manager, the hope is to see an increase in banquets and events.

Upcoming Events: Nine, Wine & Dine Saturday, June 24 and Wine Tasting Dinner Thursday, June 29.

NWCSRA - Commissioner McVey reported:

NWCSRA participated in the Special Olympics torch run on Tuesday, June 6. Athletes and the Bolingbrook day program began the run at the Bolingbrook Village Hall, along with over 30 officers and staff, with a brief ceremony before running through Bolingbrook down Route 53. The group met up with the Romeoville Police Department to continue this leg of the Torch Run through Romeoville down Route 53/Independence drive, to meet up with the Joliet Police Department. A fun time was had by all!

NWCSRA Day Camp began on Thursday, June 1 at Oak View Elementary School in Bolingbrook.

Inclusion is in full swing in Bolingbrook with 12 requests this summer, as of May 16. NWCSRA staff look forward to a great partnership this summer to make class experiences positive and fun!

Mark your calendars... NWCSRA will be conducting a car wash at Annerino Community Center the morning of August 15. Specific details on time will come next month.

UNFINISHED BUSINESS

Commissioner Vastalo said so the board received two letters regarding Indian Boundary Fence. They would like to receive the other 10 letters by June 30. Residents will be notified in the next couple of weeks what date the fence is coming down.

NEW BUSINESS

Commissioner Hix appointed the following committee appointments:

- Administration and Personnel – Commissioner Vastalo
- Finance and Technology – Commissioner McKay
- Recreation and Facilities – Commissioner Hix
- Buildings, Grounds, and Natural Resources – Commissioner McVey
- Marketing – Commissioner Andrews
- Golf Course and Ashbury's – Commissioner Andrews
- NWCSRA – Commissioner Andrews

Commissioner Andrews presented a challenge to board members at the last board meeting asking what their vision is for the next two to four years as a board member for the residents of Bolingbrook.

Commissioner McKay said as a board member he will continue the flow of what this park district has done. Continue to offer top notch programming. Grow opportunities that are beneficial and cost justifiable without having to tax our residents.

Commissioner Vastalo echoed what Commissioner McKay said. Vastalo said she would like to see the district get to a point where we are able to fund everything at the level where we won't have to sell bonds.

Commissioner Vastalo said as sad as it is to hear about the dissolution of the Bolingbrook youth flag football organization she thinks it's a good opportunity to take youth programs and do more with them.

Commissioner McVey said there has been a lot of change lately, sale of Hidden Oaks, new director and other restructuring. McVey said the park district staff are amazing which makes their jobs, as commissioners, easy. McVey said we need to stay on top of new trends specifically in recreation and focus on where the district can make changes for the better.

Commissioner Andrews would like to see improvement with safety systems in our parks. She wants everyone using our parks to feel safe. Andrews would like to see more signage "no firearms in park", emergency phone system, better lighting in parks. Work on employee retention by taking care of our employee's mental and emotional well-being, which in turn will help with employee retention.

ANNOUNCEMENTS

Commissioner Hix welcome Anthony Morrison, Nicholas Riebel, and Tyler Gillespie and promised them a challenge.

CLOSED SESSION

None

ADJOURNMENT

Motion Commissioner Hix, second: Commissioner Andrews to adjourn from the regular board meeting at 8:09 pm. All in Favor "Ayes".

Minutes Verification Signature

**Bolingbrook Park District Board Secretary
Dorothy Andrews**

ADMINISTRATION AND PERSONNEL

Grant Funding for Roof Replacement

- Communication from State Representative Dagmara “Dee” Avelar was received on June 27 that the Bolingbrook Park District will receive a \$120,000 grant for the Annerino Community Center roof replacement, which was included in the new state budget.
 - This funding will assist the district with being able to complete this much needed replacement. The cost of this replacement is estimated at \$330,000.
 - Representative Avelar represents the 85th District. She stated that she was proud to advocate for this funding and help make this budget law, because she knows that every dollar has a substantial impact on community-based organizations.
 - Representative Avelar plans to attend the Board Meeting on July 20.

Sheila Ubelhor Promotion

- Congratulations to Sheila Ubelhor who has been promoted to Sr. Accounting Clerk. Sheila started with the District as a temporary employee in November 2016, and was hired as a full time Accounting Clerk in March 2018. Over the last year, Sheila has expanded her education and training, enabling her to develop accounting skills necessary to the District, advancing her into the role of Sr. Accounting Clerk.

Bolingbrook iFest – July 15

- District staff has been working with Village of Bolingbrook officials as a collaborating partner to enhance a newer annual event in Bolingbrook – iFest - the International Festival celebrating cultures from around the world.
 - This event will be held July 15 at Village Festival grounds at Village Hall. This festival will feature entertainment, food, vendors and interactive activities for children with a focus on cultures from around the world.
 - The Park District is coordinating the KidsZone, which will feature a stage area with interactive presentations and activities from a variety of park district programs for youth and families including Ninjas, dancing, fitness, martial arts and boxing.
 - NWCSRA will conduct ability awareness activities. There will also be a bounce house and the BPD trackless train and climbing wall will also be utilized

FINANCE AND TECHNOLOGY

Finance

Operations Manual Updates

Section 7 - Purchasing Authority and Prompt Payment Policy

- The District is requesting two additional purchasing authorities to allow staff to perform their assigned duties. The two recommended levels are:
 - Pre-approved staff are authorized to approve purchases not exceeding \$250 per supervisor direction.
 - Assistant Managers/Supervisors are authorized to approve purchases not exceeding \$1,000 for their assigned business units.
 - Other recommended updates as provided to the Board

- *Section 34 – BPD Disaster Recovery Plan*
- Comprehensive update to the Business Continuity/Disaster Recovery Plan

Staff Recommendation: approve Ordinance 23-04 amending the Bolingbrook Park District Operations Manual re Section 7 “Purchasing Authority and Prompt Payment Policy” and Section 34 “BPD Disaster Recovery Plan”.

Business and Technology

IPRA IT Networking Committee Meeting

- On June 16, Debbie Chase, Director of Business and Technology, hosted an IPRA Administration & Finance Section Board Meeting and IT Networking Committee Meeting. After the Administration & Finance Section Board Meeting, three topics were presented on Zero Trust, Physical Security Investment and Management Service Options and the Apex Solution, followed by group discussion.

Business Statistics

- 3 business support tickets were completed
- 3 internal audits completed
- Activity as of 5/31/2023
 - 193 journal entries processed
 - Stale dated checks – 3 1st letters sent, 2 2nd letters sent, 2 moved to unclaimed property
 - Accounts Payable \$944,660
 - Cash Receipts \$439,787
 - Payroll Wages net \$322,919
 - Payroll Liabilities \$166,027

Technology Statistics

- 109 standard refunds were processed
- 21 household credit refunds applied
- 12 activity transfers performed
- 105 technology support tickets were completed

Internal Audits

Cash Bank Audit	
PHC and PHA Cash Banks	Balanced
Full Desk Audit	
PH Admissions All Day	Balanced
Inventory Audit	
PH Pro Shop	Balanced

BUILDINGS, GROUNDS & NATURAL RESOURCES

Approvals

Indian Boundary Park Homeowners License Agreements – Bolingbrook Park District

- Residents along Churchill Drive that back up to the Bolingbrook Park District & Indian Boundary Road wish to utilize Park District property through end of day on October 2, 2023. As result, staff have requested residents to sign ‘License Agreements’ for use of Park District property. After this date, new fencing will be installed along the property line of residents and Park District or other arrangements will be considered.

Staff Recommendation: Approve Resolution 23-20 approving License Agreements for the use of Park District property along Indian Boundary Road.

Letters of Intent to Purchase Park District Property

- The residents along Churchill Drive in Bolingbrook have submitted ‘Letters of Intent’ to the Bolingbrook Park District to purchase space from the Bolingbrook Park District. The Park District will consider the sale of property to each resident (lot sizes vary and are included in this Board Packet). In order to consider the sale of property to each individual resident, a filed ‘Resolution’ must be first approved by Park District Board of Commissioners to proceed with the possible sale of property. The total acreage of property being considered for sale is approximately 0.299 acres from PIN 12-02-08-200-013-0000, which would be split and sold individually between 12 households.

Staff Recommendation: Approve Ordinance 23-05 authorizing the sale of real property owned by the Bolingbrook park District that is no longer needed or deemed necessary or useful.

BGNR Operations

General

- The LED light project at Lily Cache Sports Fields East has started. This is the Com Ed grant that the district applied for early in 2023. The project will take about 3 weeks to complete, and is weather dependent. The hope is to have the lights all set for the Labor Day Soccer Tourney.
- The community garden plot users are invited to the Bolingbrook Garden Club Annual Picnic at the Burr Oak Shelter at the Hidden Lakes Nature Center on July 30.

Buildings

- Indoor pool maintenance - beginning Friday, August 4 through Friday August 18 the indoor pools will be closed for maintenance. General maintenance of cleaning surge tanks, filtration systems, stainless steel polishing and many other duties. Located inside the surge tanks, new catch cages will be installed on the existing new pumps that were installed per our capitol replacement earlier this year.
- Staff continue, on a daily basis, taking care of the pools; this includes checking chemicals, monitoring pumps, adding chemicals when needed, and other various maintenance needs to keep the pools running smooth for the summer months.

Grounds/Athletics

- Planning for Parkies 5k and Howl-o-ween 5k are underway with staff.
- Staff continue to bring the climbing wall over to camp on Tuesdays & Thursdays for the duration of Summer Camp.

Parks

- We had extra staff on garbage duty for 4th of July Weekend and July 5 with excessive garbage in our park system.
- Our crews continue to do daily repairs in the parks and keep up on any graffiti we have in the parks.

Athletics

- Soccer and baseball spring/summer seasons have wrapped up until late summer/early fall. There are a few camps out on the fields through the summer months, and staff have been doing prep to those fields for the camps. Staff are completing field repairs, sod work, irrigation repairs, and detail work on athletic fields.
- Prep for the Labor Day Bolingbrook Soccer Club Tournament has begun with goals being moved, and initial fields being marked for lining in late August. Fence posts and additional snow fencing will be purchased for the events as we have fields #2 & #11 fenced and closed off for the 2023 seasons.

Natural Resources Horticulture & Turf

Horticulture

- The Horticulture crew has been watering and weeding the park district's annuals and landscape beds.

Natural Resources

- The natural resources crew has been working on controlling perennial weeds such as teasel, thistle, crown vetch, and bird's-foot trefoil in our natural areas via herbicide applications. They have also been controlling annual and biennial weeds such as sweet clover, queen anne's lace, and black mustard by mowing and brush cutting.

Turf

- The turf crew has been focusing on keeping our parks and athletic fields mowed and looking great. With the drought we have been experiencing the turf crew has also had time to help with other projects such as, removing suckers from trees and repairing the canoe launches at Royce Road near Hidden Lakes.

Project Updates

- Staff put out a bid to contractors for removal and replacement of asphalt for the trail leading from Lily Cache Lane up to the bridge at Jaycee Park, continuing on to Old Stone Road. The trail was identified as part of the District's ADA Trail Plan, along with needing replacement due to poor conditions. Bid opening is set for Tuesday, August 1. Recommendation to the Board at the August Board Meeting with work scheduled to begin in September and complete by end of October.
- Playground at Wood View Elementary School has been completed. Staff are working with Valley View School District to CPSI inspect the playground for opening to take place soon. Construction at Jamie McGee School is ongoing. Anticipate playground opening before start of the 2023-2024 school year for students.
- Auction for park district equipment ended on Friday, June 9. All items for both auctions have been picked up. The auction with equipment from the BGNR Department net \$9,390.09.
- Staff have updated and provided the Admin Team with an ADA Trail Renovation Plan that begins in 2023 and runs through 2030. This plan will be provided to park board in its current state with funding needs soon.
- Loss Prevention – staff have presented PDRMA with a SMART Countermeasure to work district-wide as part of the new PDRMA Risk Review process. Board will be provided with information upon future discussion with PDRMA and staff being presented with the SMART Goal.
- Full time staff and identified part-time staff have been requested to review and complete ALICE Training through the Navigate 360 online training portal, which the park district purchased licensing in 2023 to assist with safety training, specifically ALICE (Alert, Lockdown, Inform, Counter, Evacuate). Additional trainings are provided at no cost through the Navigate 360 program. These new trainings will be rolled out at a later date.
- Central park tennis courts are being repaired and color coated the week of July 17 as identified in the 2023 work plan. Courts will only be down for one week (weather dependent).

RECREATION AND FACILITIES

Recreation Division

Pre School / Early Childhood

Preschool

- There are 142 preschoolers enrolled for the 2023-2024 school year. This is an increase of 24 more enrollees compared to last year at this time and the majority of families continue to take advantage of on-line registration.

Early Childhood

- Early childhood summer June session has 34 children enrolled from Camp Stepping Stones, Preschool Practice, Summer Science and Little Learners has 68 children enrolled in 4-week classes. The same classes are offered for July with the addition of Kindergarten Countdown and Wonders of Nature with enrollment already at 84 with classes starting the week of July 10.

Dance

- Session 1 of summer dance session began on June 3 and had 119 students enrolled which is about the same number that we had enrolled the previous summer.
- Session 2 of summer dance session began July 10 and currently has 117 students enrolled which is about the same number that we had enrolled the previous summer.
- Week 1 of Dance Camp ran June 19-23 with a total of 4 dancers.
- Week 2 of Dance Camp ran with July 10-14 with a total of 6 dancers.

Our brand-new BPD Dance Academy Performance Company began this summer with a total of 11 members. The company performed for the first time at the Bolingbrook Village Picnic on June 25 and will be perform on July 15 at the Bolingbrook Park District Go Fly a Kite event.

Gymnastics/Cheer/Ninja

Gymnastics

- Back by popular demand! Parent Tot Pop In on Tuesday, July 18 from 11:30 am -1:30 pm. Parents and their children under 3 years old can pop in out of the hot weather and have some gym fun!
- The Park District will host an Adult Gymnastics Pop In on July 21 from 6:30 pm -7:45 pm. Not ready for the whole class. Come try it out and see what the hype is about!

Ninja

- Our team will be running a ninja course for the community at the iFest on July 15 at the Village Hall. Staff will have a mountain inflatable along with several ninja blocks and mats for the adults and children to try out!

Parties

- For the month of June, we hosted 7 parties and 120 guests for Nerf/Ninja/Gymnastics parties.

Theatre

- Our Theatre Summer Showcase and Summer Improv classes began on June 7. Summer Showcase has 20 enrolled and Improv has 7 enrolled. This is a 37% increase in theatre registration from last summer.

REACH

- Registration for Pioneer and Jonas Salk began on July 1 for the 2023-2024 school year. New this year is online registration.

Youth

- Youth general interest programs are running this summer with lower numbers due to an increase in cost by the contractors offering the specialty programs. Enrollment at this time for June is at 17. Specialty Camps are not meeting the minimum number of enrollments the contractors are requiring so the camps for June have been cancelled. Staff have worked with marketing to get additional information out to families whose children participate in these programs during the school year.

Teens

- Our Middle School pool night was cancelled for June 29 due to low enrollment.
- Our next teen event will be our High School pool night on July 13 from 7:30-9:30 pm at Pelican Harbor. We currently have 3 registered

Day Camp

- Camp registration is slightly down this year from last year. We are averaging 247 weekly compared to 278 last year. The Valley View School District offered a free summer school for the month of June which has affected registration numbers. Staff are anticipating higher registration numbers for July. This month's field trips and entertainment include a magician, Enchanted Castle arcade, a baseball game, and Camp Carnival. Our teen mini-trips include a trip to the Isle a la Cache Museum and a disc golf course.

Adult Trips

- Adult trips have returned to the recreation department. This month features the Nature Museum Tour, visiting local wildlife viewing areas, as well as a trip to the Randolph Street Market. Adult Trips have had strong numbers this summer and continue to see many returning participants.

Enrichment Programs

- Enrichment this month features the Outdoor Skills Series. Participants will learn various skills, including how to geocache, how to safely make a cooking fire and basic first aid.

Meijer Family Program Series

- Go Fly a Kite, sponsored by Meijer will feature free kite decorating kits for the first 100 participants and an air show from Chicago Kites. Our Movies in the Park series continues this month with a showing of Sonic 2 at Wipfler Park and a showing of Minions: Rise of Gru in partnership with AdventHealth.

Bolingbrook Park District Wednesday Summer Concerts Attendance Numbers

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):

May 31	Funky Mojo Daddy	Blues Band	865
June 7	The Red Roses	Indie Pop	987
June 14	Fantasy Band	Motown R&B	1938
June 21	Rhythm Giants	Alternative	1437
June 28	Just the 80's Band	80's	1845
July 5	Vinyl Goldmine	Old Favorites & Current Hits	cancelled rain

2023 Total Attendance – 7072 (one less concert than in 2022)

2022 Total Attendance - 7161

Visit Your Local Park Fridays in June and July from 10:00 am – 12:30 pm with the Library:

June 9 Central Park – 102

June 16, Sunset Park – 75

June 23 Wipfler Park – 85

June 30, Indian Chase Meadows – 105

July 2023

July 7 Champions Park – 112

July 14 Remington Lakes Sports Complex –

July 21 Johansen Farm Park –

July 28 Winston Woods –

Facilities Division

Fitness

Lifestyles Fitness

- June recorded 112 memberships: 71 new memberships and 41 renewals.
- Lifestyles Fitness recorded 3,946 visits to the fitness center and 4,423 group fitness visits for the month of June, totaling 8,369, which is 2,104 more visits than June of 2022.
- In total, Lifestyles has a total of 801 members, year to date, right on pace with current projections.



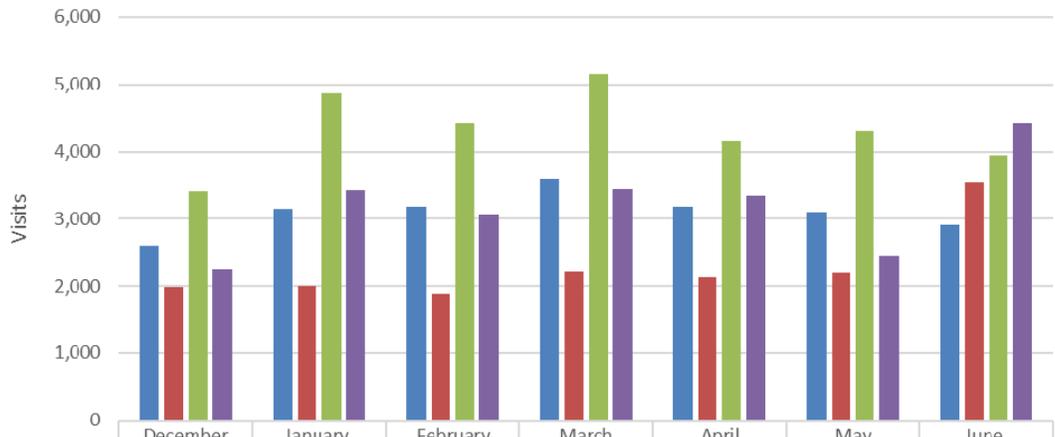
Special Events

- Staff is preparing for the summer events: Parkie's Lazy River 5K and Parkie's 5K and fun run.
- Parkie's Lazy River 5K is scheduled for August 12. Participants will receive visors and water bottles as they complete 26 laps around the lazy river. There are a total of 100 participants registered.
- Parkie's 5K is scheduled for August 26, with a total of 42 registered at this time. The deadline for early bird pricing is July 31.

Group Fitness

- The current group fitness class schedule contains 52 classes per week, which is seven more classes than most months as staff added more outdoor Aqua Aerobics Classes.
- June recorded 4,423 Group Fitness visits for the month which represents 53% of our total visits to Lifestyles!
 - Virtual classes recorded over 200 participants. Virtual continues to be a popular offering for some of our members.
 - There was a shift in June in terms of visits compared to those attending the center, typically there have been around 35% from group fitness, but with the added classes and pop-ups, we saw a 18% increase in group fitness attendance.
 - The shift to group exercise having more visits than the center is a trend that occurred last year in June and July as well.

Lifestyles/Group Ex Visits



	December	January	February	March	April	May	June
■ Lifestyles Visits 2021-2022	2,602	3,157	3,182	3,585	3,187	3,101	2,912
■ Group Exercise Visits 2021-2022	1,982	2,010	1,892	2,216	2,131	2,196	3,535
■ Lifestyles Visits 2022-2023	3,417	4,870	4,435	5,151	4,159	4,310	3,946
■ Group Exercise Visits 2022-2023	2,248	3,424	3,060	3,448	3,337	2,460	4,423

■ Lifestyles Visits 2021-2022
 ■ Group Exercise Visits 2021-2022
 ■ Lifestyles Visits 2022-2023
 ■ Group Exercise Visits 2022-2023

Aquatics

Pelican Harbor Indoor/Outdoor Aquatic Park

Jun-23		2022 Month Actual	Previous Month Actual	June Actual	June Projected	2023 YTD Actual	2023 YTD Projected	2022 YTD Actual
Annual Aquatic Memberships	New	51	89	127	100	476	304	123
	Renew	25	47	55	50	611	518	25
	Active	1,292	1,081	1,077	773	1,077	822	1,292
	Total	1,368	1,217	1,259	923	2,164	1,644	1,440
Cancellations		30	16	28	24	165	114	154
Pelican Pass Memberships	Active	2,526	1,648	2,162	1,224	2,162	1,224	2,526
Membership Admissions		3,894	2,865	3,421	N/A	3,421	N/A	2,865
Daily Admissions	Resident	1,497	630	1,768	1,400	3,608	2,550	3,161
	Non-Resident	1,504	1,426	1,401	1,400	5,207	3,800	4,892
Complimentary Admissions		73	14	232	300	246	400	84
	Total	3,074	6,569	8,984	4,024	14,398	7,574	11,002
Swim Lessons		552	103	489	322	1,978	1,576	1,677
Special Events		0	0	0	0	177	150	187
Group Parties	Guest count	2,134	185	3,191	3,000	3,982	3,274	2,426
	Bookings	46	2	63	60	91	71	54
Private Parties	Guest count	1,470	370	1,325	1,100	3,399	2,500	3,815
	Bookings	23	6	19	11	55	39	72
Birthday Parties	Guest count	743	699	916	540	4,669	2,330	2,811
	Bookings	34	30	42	36	214	151	128
Total Attendance		11,150	10,034	18,430	12,193	38,024	24,415	30,309
				9,322	8,062			

Operations

- Pelican Harbor staff received a 5 Star score from the Starguard Audit in June, which is the highest ranking they can receive.
- Staff will be participating in the IPRA Lifeguard Games July 14. There are 2 teams going, along with 1 Junior Lifeguard team.
- Overall, the pool made a net \$7,231.74 profit for the month of June.
- Training week for Learn to Swim staff was May 30 - June 2 was held from 4:00 -7:00 pm training all Swim Instructors and Swim Lesson Coordinators.
- Overall, aquatics has trained 280 staff, and is still hiring Lifeguards.
- Aquatic staff have started lifeguard certifications having completed 6 lifeguard courses so far. Lifeguard courses continue through July. There have been 119 lifeguards officially certified and adding more new guards in July.

Memberships and Daily Admissions

- Daily admissions brought in \$94,787.00 for the month of June.
- Member attendance for June was 7,586 visits compared to member visits of 8,663 in June 2022.
- There was a total of 127 new and 55 renewed Pelican Harbor Annual Aquatic Memberships for the month of June 2023, with a total of 1,259 Annual Aquatic Memberships.
- Pelican Harbor annual memberships made \$5,815.28 in revenue for the month of June.
- Pelican Harbor summer passes went on sale April 1, and have sold 2,162 making a revenue of \$58,255.19.
- The total number of cancellations for Pelican Harbor Annual Memberships for June was 28.

Rentals, Birthday Parties and Groups

- Birthday Parties and Private Rentals total for June:
 - Birthday Parties: 42 parties/916 participants
 - Private Rentals: 19 rentals/1,325 participants
 - Group Outings: 63 groups/3,191 participants
- Birthday Parties made \$13,956.00 in the month of June.
- Private rentals made \$7,750.75 in the month of June.
- Group bookings made \$23,709.00 in the month of June.

Swim Lessons

- Pelican Harbor had a total of 489 participants register for swim lessons June exceeding the budgeted amount of 322.
- Valley View came and received swim lessons from Pelican Harbor with a total number of 240 participants
- Swim lessons made \$19,680.43 in revenue for the month of June.
- Swim lessons has earned a total of \$220,775.87 through June while \$162,420.00 was budgeted.
- Coordinators continue to lead swim instructors in mandatory in-services to reach their best potential as instructors.

Swim Team

- The Pelicans' summer season began May 15, with a total of 61 participants currently signed up.
- Pelicans Swim Team has started scheduling private lessons and bringing in revenue for the summer swim team season, which earned \$27,019.24 revenue in June exceeding the budgeted amount of \$27,000.00.
- Pelicans held their first inter-squad meet on June 21, kicking off the season and giving new participants their first opportunity to compete.

Youth Athletics & Martial Arts

- Registration is open for summer youth athletic and martial arts programs, Day 1, Victory MMA, TKD, and Tennis all have multiple summer sessions offered.
 - The current enrollment for June/Summer Session 1 programs:
 - ISK – 155
 - TKD – 19
 - Victory MMA – 10
 - Modern Arnis - 10
 - Tennis (thunder & lightning contractor) – 11
 - 365 VBC (volleyball contractor) - 32
 - Day 1 Sports Academy – 152
 - Overall through the end of June, Youth Athletics & Martial Arts is at 80% of total budgeted revenue. (\$140,036 actual of \$177,735 budgeted revenue).
- Bolingbrook Youth Flag Football informed the Park District their group was dissolving after fall of 2022. The Park District is offering Youth Flag football Leagues for ages 5-6, 7-9, and 10-13. Enrollment is now available and aiming to begin the evaluations on August 5.
- Currently at 5 enrolled across all divisions. Meeting with Marketing is scheduled for July 12 to promote.

Adult Athletics

- Fall softball leagues will begin directly after summer leagues conclude to ensure leagues do not run too far into the cold months.
- Fall Men's Flag Football League will begin Sunday, August 20.

MARKETING AND CUSTOMER CARE

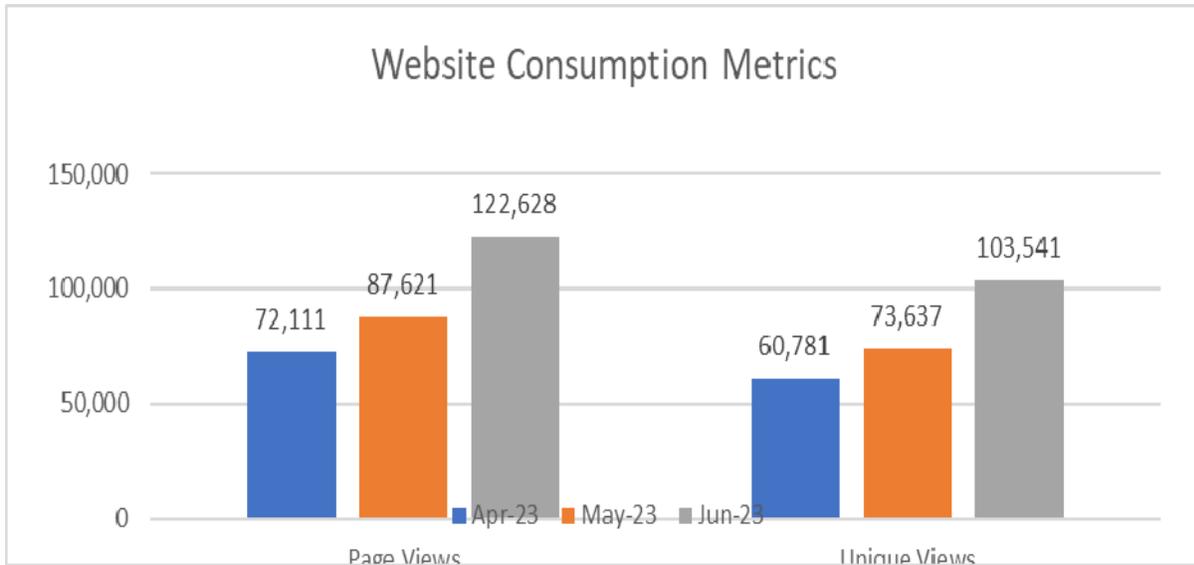
Bolingbrook Park District Marketing Initiatives

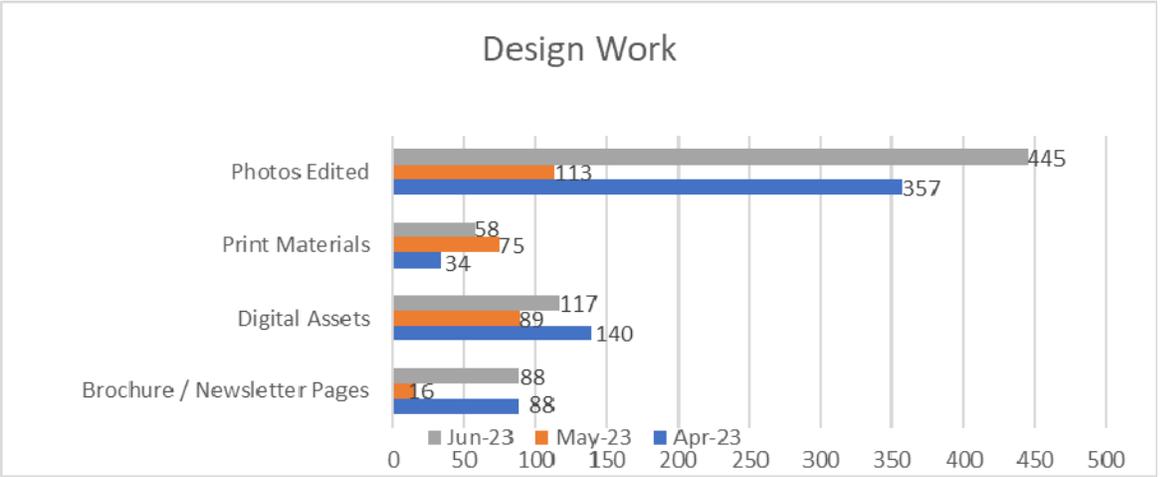
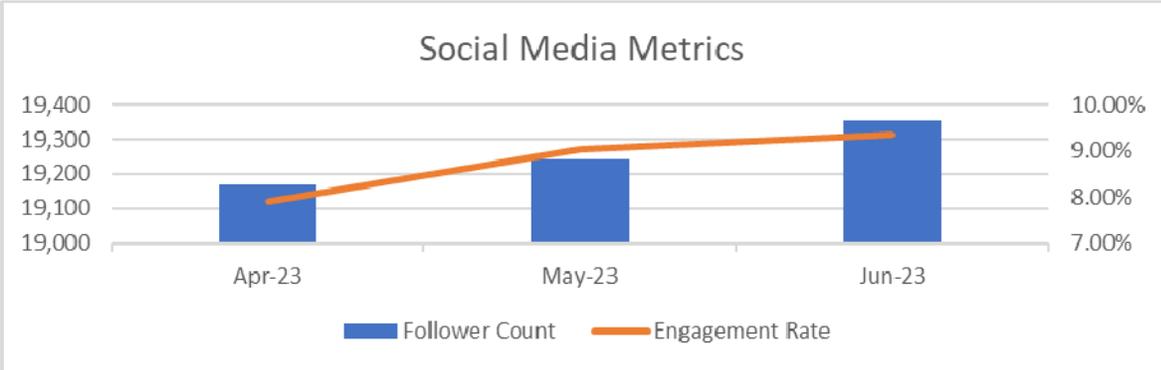
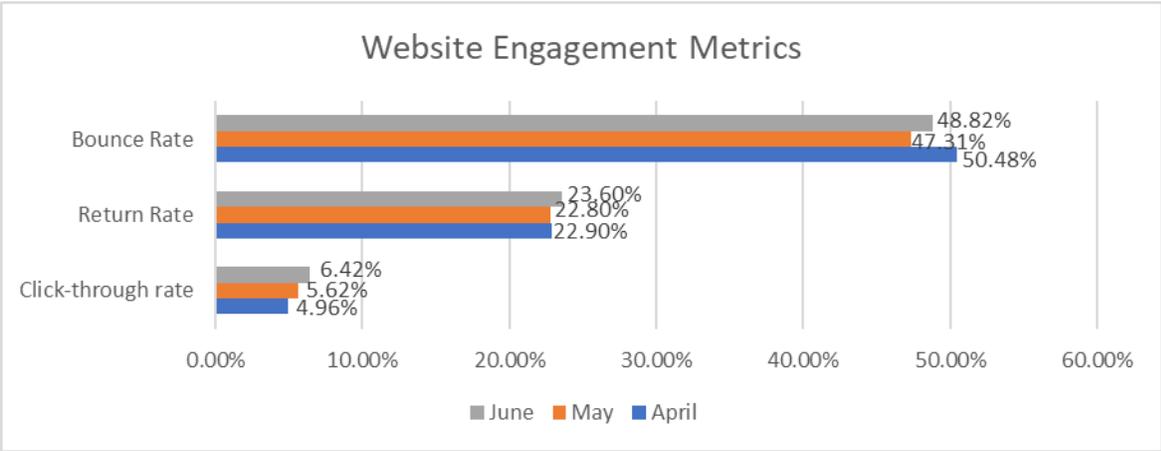
Innovation Committee Kicks Off

- A key initiative within the strategic plan was the creation of an innovation committee. The role of the innovation committee is to create a district-wide system that supports and incentivizes ideas. The committee will be hosting its first **Food for Thought Session: Engaging Teens** on Tuesday, July 25 from 9:00-10:15 am at Ashbury’s at Boughton Ridge. This event will feature full and part-time staff members from each department. The committee is also working on future initiatives for inclusion in the 2024 budget.

Bolingbrook Park District to Partner with Physicians Committee for Responsible Medicine to Host a Let’s Beat Breast Cancer Rally

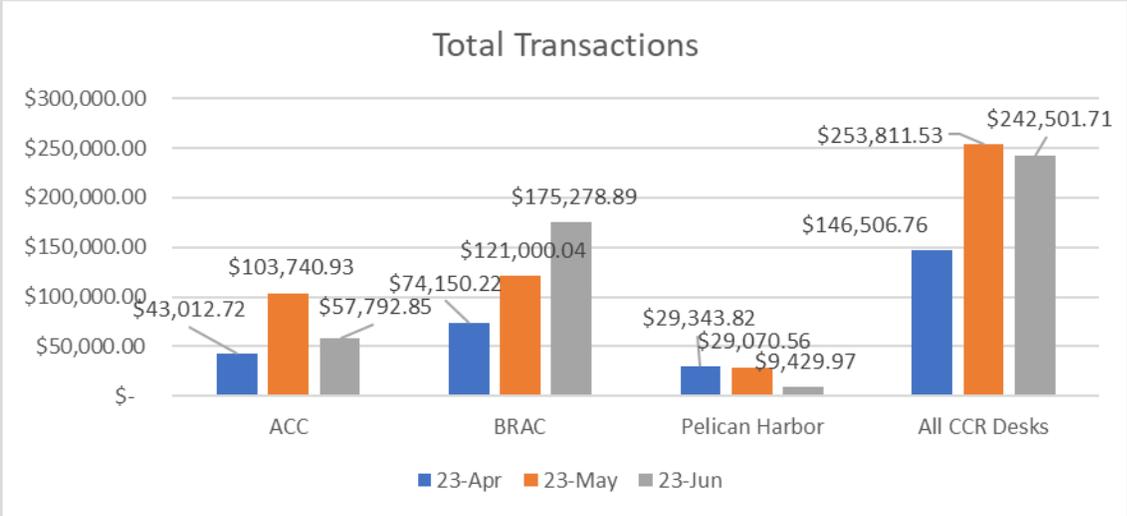
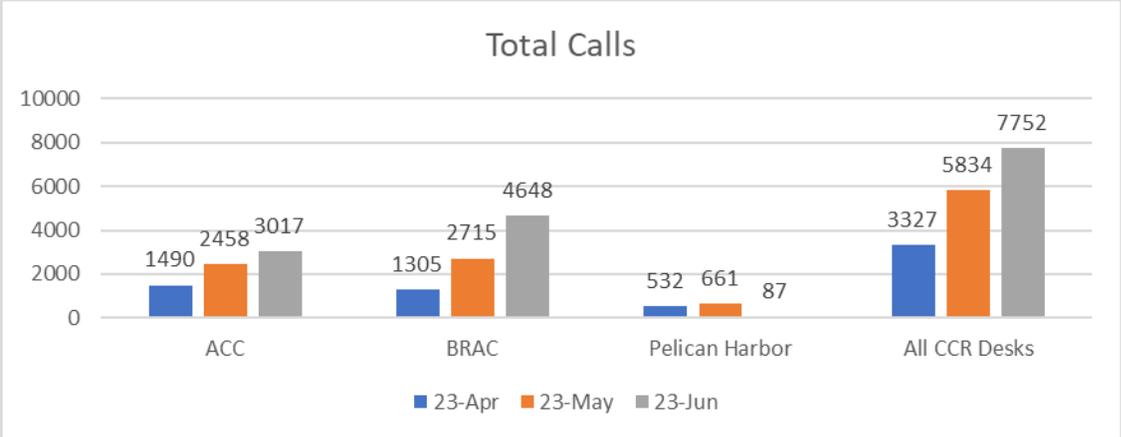
- Bolingbrook Park District is partnering with Dr. Jill Jennings to be a part of a national campaign called the **Let’s Beat Breast Cancer Rally**. Dr. Jennings taught the district’s nutrition classes through our partnership with UChicago AdventHealth Bolingbrook. The rally will be held on September 20 from 6:00-7:00 pm at the Bolingbrook Recreation & Aquatic Complex. The event will feature educational information, speakers and local drum core performances.





Bolingbrook Park District Customer Care Initiatives

- The Customer Care Team welcomed two new team members, Maureen Fox and Sandra Monarrez, and one returning team member, Stacy Cooper. They have been busy training and learning the district.



BOUGHTON RIDGE GOLF COURSE & ASHBURYS



Ashbury's and Boughton Ridge Golf Course's bottom line through the end of June is close to budget. The comparison to last year through June remains strong, with total revenue up 11.8% and expenses remaining flat.

2023	2023	2023			YTD	YTD		Prior Year	2023 vs.
June Preliminary	Month Actual	Month Budget	Var	%	2023 Actual	2023 Budget	%	2022	2022 Actual
Golf Greens Fees Revenue	\$75,170	\$63,865	11,305	15.0%	\$175,790	\$139,354	20.7%	\$125,205	28.8%
Golf League Revenue	\$14,916	\$16,872	-1,956	-11.6%	\$34,834	\$30,858	11.4%	\$27,143	22.1%
Riding Cart Revenue	\$25,958	\$21,105	4,853	18.7%	\$53,287	\$38,750	27.3%	\$35,982	32.5%
Pro Shop Revenue	\$5,824	\$5,650	174	3.0%	\$15,597	\$14,650	6.1%	\$12,231	21.6%
Restaurant Food Revenue	\$33,537	\$30,818	2,719	8.1%	\$122,281	\$113,818	6.9%	\$114,799	6.1%
Restaurant Liquor Revenue	\$34,405	\$41,541	-7,136	-20.7%	\$121,093	\$144,935	-19.7%	\$111,092	8.3%
Food and Bev Event Revenue	\$2,033	\$6,000	-3,967	-195.1%	\$12,681	\$22,150	-74.7%	\$20,882	-64.7%
Banquet Revenue (Food and Bev)	\$19,061	\$43,750	-24,689	-129.5%	\$114,841	\$158,300	-37.8%	\$126,425	-10.1%
Total Revenue (after comps)	\$210,835	\$231,700	-20,865	-9.9%	\$651,592	\$669,112	-2.7%	\$574,508	11.8%
Payroll Expense	\$84,764	\$83,826	938	1.1%	\$380,044	\$428,293	-12.7%	\$338,621	10.9%
Est. Food and Bev COGS	34.1%	34.9%	-0.8%	-2.3%	37.3%	35.1%	2.2%	37%	0.3%
Est. OPEX (Operating Expense)	\$45,885	\$59,551	-13,666	-29.8%	\$290,200	\$316,338	-9.0%	\$310,221	-6.9%

Preliminary Golf and Restaurant Monthly Performance

- **Overall Revenue**
 - Golf revenue for the month of June exceeded budget in fees, riding cart and pro shop revenues, all finishing above budget. Overall golf revenue was 13.4% over budget.
 - Golf Green Fees did very well for the month of June, reporting 15% above budget, adding to the successful golf year with an increase YTD compared to 2022 of 28.8%.
 - Weak summer banquet revenue continues to be an area of concern. Banquet revenue was 37.8% below projections for the year and 10.1% YTD compared to 2022.
 - Restaurant Food Revenue is meeting its budget for YTD with an 8.1% increase above budget.
 - All areas of revenue were below projection except golf line items for May.
 - All areas of revenue exceeded YTD 2022 except FB events and banquet revenue. The main reason for the decrease is Ashbury's is implementing strategies with newly hired banquet manager.
 - June overall revenue was 9.9% below June end projection. June overall revenue is 2.7% under the budget projection YTD.

- **Operational Expenses**
 - Expenses have been well managed throughout the year.
 - June was more of the same well managed expenses, coming in 29.8% below budget and 9% below YTD.
 - Payroll has been well managed and 12.7% below budget for YTD.

Events and Banquets



ASHBURY'S PRESENTS
COMEDY NIGHT
DOORS OPEN 7:30 PM • SHOWTIME 8:00 PM



SATURDAY, JULY 22



RODNEY LUMPKINS
HEADLINER



FEATURING
TIM BENKERT



HOSTED BY
RALPHIE ROBERTS

\$30 — includes one drink ticket
Full cash bar available

PURCHASE TICKETS AT OUR ONLINE STORE:
bit.ly/1W8t8vz



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This was the first year NWCSRA offered Day Camp as a part of ESY (extended school year) at Oak View Elementary School in Bolingbrook concluded. It was a positive collaborative effort with Valley View School District as children enrolled in summer school were able to enjoy an afternoon of camp. Several staff from VVSD were hired to assist with the Day Camp program.

NWCSRA Day Program participants will be conducting a car wash at the Annerino Community Center the morning of August 15. Watch for specific details to come.

Save the date for two upcoming events – Celebration of Special Recreation & Recognition (October 7) and the Recognition Dinner Dance (December 7).

2ND ANNUAL
Celebration of
SPECIAL RECREATION

SAVE THE DATE!
SATURDAY, OCTOBER 7TH
11 AM - 3 PM

Explore a variety of fun and challenging recreational activities while connecting with community service providers

OCT 7, 2023 | 11 am - 3 pm
Annerino Community Center,
201 Recreation Drive, Bolingbrook
celebratespecialrec.org

Presented by:

FEATURING ACTIVITY PARTNERS:

Recognition Dinner Dance

NWCSRA cordially invites participants, staff, volunteers, member partners, donors and supporters to celebrate a year of accomplishments. Join us in recognizing all the special individuals who make what we do possible. A delicious dinner will be followed by an awards ceremony and dancing. More information to follow.

THURSDAY, DECEMBER 7TH
6:30-9:00PM

Bolingbrook Golf Club

\$20 for participants
\$30 for family and friends

SAVE THE DATE