

**Carol Stream Park District  
Board of Commissioners  
Regular Meeting  
March 11, 2019  
7:00pm**

<b>Call to Order</b>	Commissioner Sokolowski called the meeting to order at 7:01 pm.
<b>Roll Call/Pledge of Allegiance</b>	Present: Commissioners Powers, Gramann, Bird, Sokolowski and Jeffery. Staff: Executive Director Reuter, Directors Bachewicz and Rini, Division Manager Murray and Health and Fitness Coordinator Murphy.
<b>Listening Post</b>	None
<b>Changes to the Agenda</b>	None
<b>Consent Agenda</b>	<p>Commissioner Powers made a motion to accept the consent agenda. Seconded by Commissioner Bird.</p> <p style="padding-left: 40px;">A. Approval: Committee of the Whole Minutes: February 25, 2019  B. Approval: Regular Minutes: February 25, 2019  C. Ratify February Bills  D. Approval: Forever Young Niagara Falls Trip Payment</p> <p>Roll Call Vote:</p> <p style="padding-left: 40px;">Commissioner Powers: Aye  Commissioner Gramann: Aye  Commissioner Bird: Aye</p> <p style="padding-left: 40px;">Commissioner Sokolowski: Aye  Commissioner Jeffery: Aye</p> <p>Motion Passes 5 - 0 - 2</p> <p>Commissioner Gramann made a motion to approve the consent agenda. Seconded by Commissioner Jeffery.</p> <p>Roll Call Vote:</p> <p style="padding-left: 40px;">Commissioner Powers: Aye  Commissioner Gramann: Aye  Commissioner Bird: Aye</p> <p style="padding-left: 40px;">Commissioner Sokolowski: Aye  Commissioner Jeffery: Aye</p> <p>Motion Passes 5 - 0 - 2</p>
<b>Discussion Items</b>	<p>A. Fountain View Fitness Report  Executive Director Reuter introduced Health and Fitness Coordinator Shannon Murphy to review the Fountain View Fitness Report to fulfill one of his goals. All Inclusive memberships saw a decrease as we phased out the loyalty memberships in 2016. In 2017 and 2018, memberships have remained steady. There was a huge spike in Free Walking Track members with a price increase implemented in 2017.</p>

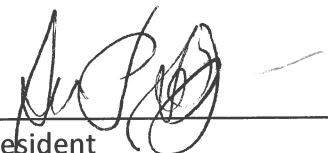
The fitness center sees approximately 500 visitors per day on average. Group Fitness and Aqua Fit classes are very popular. We have several member retention programs and special events in place including the FitNut Fest, Quarterly appreciation days and fitness challenges, Fit for Life, Sofa to So Fast and Yoga Wine-Down. We also participated in two charity events. We raised \$1,000 for Veterans Memorial Plaza with the Stars & Stripes Shuffle and \$500 was raised for Breast Cancer Awareness by Zumbathon. Some upcoming fitness initiatives for 2019 include additional staff trainings, follow up phone calls, Corporate Blitz days, TRX classes included with Group Fitness classes and scanning throughout the center. We are very excited about the newest corporate membership account with Northwestern Medicine. We have already seen 100 new people join. Director Rini moved into the financials for the fitness center. All these numbers will align with the Treasurer's report. Fitness Memberships revenue finished last year less than budgeted. Corporate memberships decreased due to the loss of a national chain to accommodate employees across the United States. Overall revenue for FVF ended at \$1,231,125 or 92.43% of budget. Overall expenses for FVF ended at \$601,823 or 100.71% of budget. Overall net result was \$629,302. The profit margin overall was 51.12%. The target is 70%. The board asked specifically for statistical measurements which reflect the total revenue per square foot overall at \$164.15 and the overall revenue per member at \$511.90.


Commissioner Powers asked if the expenses include utilities. Director Rini explained the reports only include direct expenses for Fountain View Fitness. Commissioner Bird asked about our membership capacity. Coordinator Murphy said the additional Northwestern Medicine members make it close. We are looking into offering group fitness classes at different times. Commissioner Gramann asked if staff would consider adding a 7:00 am work out class. Director Bachwicz explained past classes at that time were not successful. Commissioner Jeffery likes the ala carte classes we offer to non-members. Commissioner Sokolowski noted the group fitness, aqua fitness and forever young fitness classes seem to be the most popular of all.

B. Weekly Happenings (oral)

- Commissioner Powers commented on the Re-Commissioning Report for Fountain View Recreation Center. Executive Director Reuter added that E-Cube consultants will attend a Committee of the Whole Meeting on April 8 at 6 pm to present the report results.
- Commissioner Sokolowski asked about problems reported during Friday night dodgeball. Commissioner Jeffery attends with her children and commented it is embarrassing to hear the parents yelling like they do. She suggested only allowing the teams who are playing to be in the gym. Executive Director Reuter stated that Recreation Supervisor presence at the games has been increased; they will remind parents and kids to behave. We will have a detailed plan in place for fall Dodgeball.
- Commissioner Jeffery discussed the Veteran's Memorial Task Force Pasta Dinner Fundraiser event. While the turnout was not as great as expected, it was a great day at the American Legion.
- Executive Director Reuter announced that a donation check for \$15,000 was received from the Davies Family Fund, a donor-advised fund of the DuPage Community Foundation.
- Executive Director Reuter discussed how Illinois minimum wage increase will impact the District. The legislation passed will increase the minimum

	<p>wage from \$8.25 per hour to \$9.25 on January 1, 2020 and \$10 on July 1, 2020. It will increase \$1 each January 1 until 2025 to a total of \$15 per hour. Director Rini added that in order to avoid wage scale compression, wage increases will go beyond just part-time or seasonal staff. She estimates that by 2025, the impact to the annual salary budget could be as high as \$800,000. Director Bachwicz is looking into increasing program and membership fees to help offset that increase.</p>
<b>Action Items</b>	<p>A. Approval: Mowing and Landscape Services Bid Approval</p> <p>The Mowing and Landscape Services bid was advertised on February 18 with sealed bids being opened on March 5. Seven companies bid on the project with Beary Landscape Management being the lowest bidder. Alternate #1 consists of weeding of parks/facilities; Alternative #2 consists of spraying of warning tracks at two baseball fields. The total Base Bid of mowing and landscaping services, Alternate #1 and Alternate #2 comes to \$81,568, which is \$15,432 below budget. Mowing and landscape services are a crucial part of our day to day operations. Mowing grass, weeding our parks/facilities, and performing spring/fall cleanups impacts the District's reputation and image in the community. There were no questions.</p> <p>Commissioner Bird made a motion to approve a three year base contract (\$66,118) and Alternate #1 (\$12,450) and Alternate #2 (\$3,000) with Beary Landscape Management, Lockport, IL, for mowing and landscaping services totaling \$81,568. Seconded by Commissioner Gramann. Voice Vote. All in favor. Motion passed 5-0-2.</p>
<b>Closed Session</b>	None
<b>Action Pertaining to Closed Session</b>	None
<b>Adjournment</b>	Commissioner Powers made a motion to adjourn the meeting. Seconded by Commissioner Jeffery. Voice Vote taken. Motion passed 5-0-2. Meeting adjourned at 8:29 pm.

  
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 President  
 Brian Sokolowski

  
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 Secretary  
 Jim Reuter

April 8, 2018  
 Date