

**Carol Stream Park District
Board of Commissioners
Regular Meeting
April 22, 2019
7:00pm**

Call to Order	Commissioner Sokolowski called the meeting to order at 7:00 pm.
Roll Call/Pledge of Allegiance	Present: Commissioners Gramann, Bird, Sokolowski and Jeffery. Commissioner Powers, Jaszka and Del Preto were absent. Staff: Executive Director Reuter, Directors Bachwicz, Hamilton and Rini, Division Manager Kenny and Recreation Supervisor Andracki.
Listening Post	None
Changes to the Agenda	Commissioner Bird made a motion to postpone item 6B, CSYFA Sound System, from the agenda to a future meeting. Seconded by Commissioner Gramann. Voice Vote. All in favor. Motion passed 4-0-3.
Consent Agenda	<p>Commissioner Gramann made a motion to accept the consent agenda. Seconded by Commissioner Bird.</p> <p>A. Approval of Committee of the Whole Minutes: April 8, 2019 B. Approval of Regular Minutes: April 8, 2019 C. Approval: Quarterly Treasurer's Report</p> <p>Roll Call Vote:</p> <p>Commissioner Gramann: Aye Commissioner Bird: Aye Motion Passes 4 - 0 - 3</p> <p>Commissioner Sokolowski: Aye Commissioner Jeffery: Aye</p> <p>Commissioner Jeffery made a motion to approve the consent agenda. Seconded by Commissioner Bird.</p> <p>Roll Call Vote:</p> <p>Commissioner Gramann: Aye Commissioner Bird: Aye Motion Passes 4 - 0 - 3</p> <p>Commissioner Sokolowski: Aye Commissioner Jeffery: Aye</p>
Discussion Items	<p>A. Quarterly Recreation Report Director Bachwicz provided an overview of recreation operations for the first quarter. See attached report. We are seeking your feedback on the new format of the report.</p> <p>Commissioner Jeffery mentioned that a Facebook friend was registered for a program when she received notification it may be cancelled. She made a personal post on her Facebook account about the class and enough people registered to keep the program from being cancelled. Commissioner Jeffery asked if we routinely reach out to registered participants or put it on Facebook if a program is in danger</p>

of cancelling. Director Bachewicz said yes Marketing utilized Facebook or eblasts; additionally registration staff routinely encourages people to mention it to their friends when they register for programs; recreation staff also reach out to participants. Commissioner Sokolowski asked what the difference is between Programming Financials versus Recreation Fund Financials. Director Bachwicz explained the Programming Financials are direct cost while the Recreation Fund Financials add in indirect and overhead costs such as facility operating expenses, and utilities. Director Bachwicz announced the grilling restriction previously imposed by the County will be lifted this year. Concessions will be able to grill every day, depending on demand. Grilling at Coral Cove Water Park is not as popular. Board feedback on the new format was positive.

B. CSYFA Sound System removed from the agenda.

Glenbard North Turf Replacement

Director Rini explained the Park District’s partnership for an artificial turf football field with Glenbard High School District 87 was originally signed in January, 2009 to a term through December 31, 2023. The Park District has shifted more activities to the GBN field to more effectively and economically service our patrons. The School District team and representatives from Field Turf met to evaluate the turf.

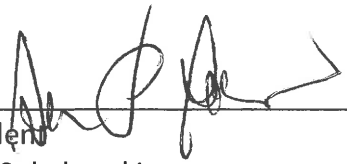
Consensus is that the turf should be replaced in the summer of 2020. The Park District has budgeted \$350,000 in Capital R&R. We are seeking Board Direction for continuing the partnership with District 87 on the football field. Commissioner Bird asked how the bid works. Director Rini explained that there is no in-house bidding processing as the national cooperative is utilized. Director Hamilton noted it is a rigorous process to get on the list; playground equipment installation is handled the same way. Commissioner Jeffery and Gramann would like to see the turf field usage grid in color. Commissioner Sokolowski noted that the facility at GBN has ample parking, concessions and the turf is used by the District more than half of the time. He asked about increasing programming to include Lacrosse. Division Manager Kenny said we currently have Lacrosse rentals at GBN with 10 teams in their league. In summary of the board members comments, Commissioner Sokolowski confirmed that we do want to continue the partnership with District 87.

C. Weekly Happenings (oral)

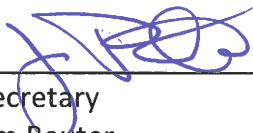
- Commissioner Bird is glad Executive Director Reuter is here with us tonight.
- Commissioner Sokolowski reminded the Board that the next meeting will include the re-elected board members to take the oath of office. While he is happy to continue serving as Board President, we will take a vote to install a new president and vice president.
- Commissioner Jeffery reported visiting Streamwood Park Place and noticed they have a sticker on their windows showing they are a Distinguished Accredited Agency. It is a transparent sticker but looks like the glass is etched. Commissioner Sokolowski added that the sticker is applied with a squeegee and looks very professional.

Action Items	None
Closed Session	Commissioner Jeffery made a motion to enter into closed session at 7:26 pm to discuss the Sale or Lease of Property, Section 2(c)(6). Seconded by Commissioner Bird. Voice Vote. All

	in favor. Motion passed 4- 0 - 3. Arose from Closed Session at 7:29 pm
Action Pertaining to Closed Session	None
Adjournment	Commissioner Jeffery made a motion to adjourn the meeting. Seconded by Commissioner Bird. Voice Vote taken. Motion passed 4 – 0 - 3. Meeting adjourned at 7:30 pm.



President
Brian Sokolowski



Secretary
Jim Reuter

May 13, 2019
Date



Recreation Quarterly Report

Winter 2019



The following is the Winter Quarterly Recreation Report for the Carol Stream Park District for the first quarter of 2019. This report is presented in a 3 year comparison format for program enrollment numbers and revenue:

Total Program Participation:

- Program participants: 3,067 Residents and 931 Non-Residents.

PARTICIPATION	2017	2018	2019
Total Registrations	4,194	4,005	3,998
Youth	64%	67%	66%
Adult	36%	33%	34%
Resident	71%	75%	77%
Non-Resident	29%	25%	23%

Programming:

- Recreation Supervisors continue to evaluate program trends and seek out new programming options.
- Recreation Supervisors are encouraged to try new programs, however, sometimes they cancel.
- Recreation Supervisors also look at offering programs and classes on a different day or time to help improve the run rate.
- A continued emphasis is placed on offering quality programming.

PROGRAMMING	2017	2018	2019
Programs Offered	580	599	576
Completed Programs	385	410	400
Canceled Programs	195	189	176
Run Rate	66%	68%	69%

Financials:

- Unaudited year-to-date financial information for Programming and Recreation Fund:

PROGRAMMING FINANCIALS	2017	2018	2019
Revenue	\$858,961	\$867,817	\$882,343
Expenses	\$522,178	\$482,984	\$484,518
Net Revenue	\$336,782	\$384,833	\$397,825

RECREATION FUND FINANCIALS	2017	2018	2019
Revenue	\$918,039	\$945,935	\$964,168
Expenses	\$1,191,771	\$1,087,355	\$1,041,681
Net Revenue	-\$273,732	-\$141,420	-\$77,513

Winter Quarter Participation:

- Special Interest programming has seen an increase in participation. Staff has been using Facebook for advertising, trying new classes, and offering programs on different days/times in an effort to capture new participants.
- Youth Dodgeball had an increase of 93 participants compared to 2018.
- Youth Basketball had an increase of 9 participants compared to 2018.
- New 3 on 3 Adult Basketball Tournament was added in March and ran with 5 teams.
- Adult 12" Softball Survivor Series Tournament had 8 more teams than in 2018.
- Northwestern Medicine was added as a Corporate Fitness Member. Currently 110 members.
- Approximately 300 people attended the Fit-Nut Fest in March.
- Additional Fountain View Fitness staff trainings and incentives have been implemented to focus more on membership sales.
- Fitness Member survey was distributed with a 24% response rate.
- Swim Lesson enrollment and revenue may be low due to the extreme weather we had this winter. 15 classes canceled due to low enrollment in 2019, compared to 30 in 2018. In an effort to accommodate waitlists, we have added instructors to our busier classes to be able to increase the amount of students.
- Seasonal Dance participation is on a slight decline as our recital program continues to grow. Overall, dance revenue is up in 2019.
- Instructional gymnastics is down, but there has been a comparable increase in team gymnastics in 2019. Currently, there are 49 Springers team members.
- Forever Young had 4 less trips this Winter than in 2018. Additional trips will be added throughout Summer and Fall.
- Easter events for 2019 will be reported in the Spring.

PROGRAM PARTICIPATION	2017	2018	2019
Before & After School	264	236	267
Days Off Club	614	775	764
Preschool	108	119	113
Special Interest	66	56	77
Youth Sports Leagues	617	643	730
Sports Classes	331	258	309
Adult Sports Leagues	86	95	94
Adult Sports Tournaments	32	21	32
All-Inclusive Fitness Memberships	2,509	2,380	2,304
Corporate Fitness Memberships	399	355	429
Group Fitness	13,920	14,631	13,535
Swim Lessons	304	332	297
Private Swim Lessons	44	51	40
Swim Team	148	156	142
Seasonal Dance	147	123	98
Instructional Gymnastics	281	330	280
Theatre	107	100	94
Forever Young	823	703	574
Special Events	286	758	270
Birthday Parties	18	27	28

Winter Quarter Revenue:

- Rental Revenue totals for Fountain View Recreation Center rooms and gym and Simkus Recreation Center rooms and gym is up \$3,896 from 2018.
- Concessions has been open for one less tournament in 2019 compared to 2018.
- In 2019 there is no longer a limit on the amount of grilling days at McCaslin. Grilled food will now be served more often.
- In addition to the Sponsorship revenue in the chart, \$9,000 was secured for the Christmas in July event. Community Relations Supervisor is working with the sponsors to reallocate their sponsorship dollars.

PROGRAM REVENUE	2017	2018	2019
Before & After School	\$135,422	\$117,141	\$130,981
Days Off Club	\$13,257	\$18,156	\$18,550
Preschool	\$48,560	\$50,689	\$51,312
Special Interest	\$1,468	\$2,936	\$4,152
Youth Sports Leagues	\$46,256	\$48,607	\$48,868
Sports Classes	\$23,748	\$21,133	\$25,351
Open Gym	\$12,976	\$12,845	\$10,121
Adult Sports Leagues	\$40,352	\$43,604	\$39,251
Adult Sports Tournaments	\$9,730	\$5,195	\$8,315
All-Inclusive Fitness Memberships	\$257,352	\$262,880	\$257,742
Corporate Fitness Memberships	\$29,550	\$27,390	\$29,750
Personal Training	\$19,436	\$6,113	\$12,740
Swim Lessons	\$19,570	\$17,464	\$15,622
Private Lessons	\$4,322	\$5,072	\$4,106
Swim Team	\$12,922	\$20,236	\$16,873
Dance	\$28,246	\$27,442	\$29,516
Gymnastics	\$45,377	\$45,241	\$46,126
Theatre	\$25,411	\$26,052	\$27,651
Forever Young	\$33,003	\$32,512	\$22,404
Special Events	\$10,578	\$13,671	\$10,415
Birthday Parties	\$3,406	\$5,043	\$5,854
FVRC Room Rentals	\$15,291	\$18,121	\$15,895
FVRC Gym Rentals	\$11,308	\$9,780	\$12,260
SRC Room Rentals	\$3,666	\$3,114	\$6,272
SRC Gym Rentals	\$4,461	\$6,004	\$6,488
Concessions	\$1,680	\$11,388	\$10,703
Sponsorships	\$15,375	\$12,800	\$17,100
Advertising	\$6,575	\$24,743	\$14,328

Veterans Memorial Plaza Notes:

- An estimated 95 people attended the Pasta Dinner and 70 tickets were sold for the Chicago Steel Fundraiser.
- Donations include: GOFUNDME deposit for the Military Branch Challenge, Brick sales, and business donations.
- \$15,000 DuPage Foundation Grant.

Veterans Memorial Plaza	
Fundraisers	\$3,084
Donations	\$19,502
DuPage Foundation Grant	\$15,000
Total Funds Raised	\$37,586

