



**Board of Commissioners
Regular Meeting
July 8, 2019
7:00pm**

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|---------------------------------------|---|--------------------------------|---------------------------|-----------------------------|--------------------------|---------------------------|---------------------------------|------------------------|--|
| Call to Order | Commissioner Gramann called the meeting to order at 7:07pm | | | | | | | | |
| Roll Call/Pledge of Allegiance | Present: Commissioners Jeffery, Bird, Gramann and Powers. Commissioners Del Preto, Jaszka and Sokolowski were absent. Staff: Executive Director Reuter, Director Rini, Superintendents Adamson and Scumaci, Managers Anderson and Kenny, Recreation Supervisor Frieders. | | | | | | | | |
| Listening Post | Jim Benzin expressed his thanks to the board for their partnership in developing the Veterans Memorial Plaza over the last four years. There is always someone there when he visits. | | | | | | | | |
| Changes to the Agenda | None | | | | | | | | |
| Consent Agenda | <p>Commissioner Powers made a motion to accept the consent agenda. Seconded by Commissioner Jeffery</p> <ul style="list-style-type: none"> A. Approval: Finance Committee Meeting Minutes: June 10, 2019 B. Approval: Regular Minutes: June 10, 2019 C. Approval: Special Minutes: June 24, 2019 D. Ratify June 2019 Bills E. Approval: Updated Ordinance 411, Section 12 Loitering F. Approval: Forever Young Trip Payment G. Approval: Travel Basketball Affiliate Usage Agreement <p>Roll Call Vote. Motion Passes 4 - 0 - 3</p> <p>Commissioner Jeffery made a motion to approve the consent agenda. Seconded by Commissioner Bird</p> <p>Roll Call Vote:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Commissioner Del Preto: Absent</td> <td style="width: 50%;">Commissioner Gramann: Aye</td> </tr> <tr> <td>Commissioner Jaszka: Absent</td> <td>Commissioner Powers: Aye</td> </tr> <tr> <td>Commissioner Jeffery: Aye</td> <td>Commissioner Sokolowski: Absent</td> </tr> <tr> <td>Commissioner Bird: Aye</td> <td></td> </tr> </table> <p>Motion Passes 4 - 0 - 3</p> | Commissioner Del Preto: Absent | Commissioner Gramann: Aye | Commissioner Jaszka: Absent | Commissioner Powers: Aye | Commissioner Jeffery: Aye | Commissioner Sokolowski: Absent | Commissioner Bird: Aye | |
| Commissioner Del Preto: Absent | Commissioner Gramann: Aye | | | | | | | | |
| Commissioner Jaszka: Absent | Commissioner Powers: Aye | | | | | | | | |
| Commissioner Jeffery: Aye | Commissioner Sokolowski: Absent | | | | | | | | |
| Commissioner Bird: Aye | | | | | | | | | |
| Discussion Items | A. Spring Recreation Report Melissa Adamson introduced Greg Frieders to present the Recreation Report (see | | | | | | | | |

attached). New activities included an opening day celebration for the youth baseball and softball league which included a parade, sponsors, activities, giveaways and a coach game. Also new this spring was the addition of 15 year old swim lesson instructors and concession cashiers. The spring special events were well attended. The annual Dance Recital was held at Streamwood High School with a total 220 dancers. The wet spring weather had a negative impact on youth and adult sports.

B. Capital Improvement Plan Update

Director Rini asked the commissioners to review the current, proposed and completed projects, as many were unexpected repairs. The Capital Repair and Replacement Fund has an estimated balance of \$239,834, which is why the proposed bond restructuring discussion was so timely. The paths at Mitchell Lake and Bierman Park need to be repaired. The parking lots at Armstrong Park and the Maintenance Garage need to be repaved, repairs for the pool liner and gutters at Coral Cove Water Park need to be considered, and we need to decide what to do about the aging Forever Young bus. Executive Director Reuter added that we will continue to apply for grants to pay for future projects. Commissioner Bird wants us to focus on taking care of what we have before we consider starting new projects like Community Park. Executive Director Reuter added that by refinancing our bonds, we would have the capital on hand to be able to match funds in case funding becomes available. We also need to consider the Deferred Maintenance Plan for Elk Trail, and the aging playgrounds and vehicles in our fleet. Commissioner Gramann asked for a summary on the bond refinancing and capital improvement projects.

C. PA System Update

Executive Director Reuter thanked Commissioner Bird for his idea to get a microphone compressor. It will be installed by GBN and tested in the fall. Commissioner Powers asked what happens if it doesn't work. Executive Director Reuter reassured him will bring the item back for discussion so the board can decide.

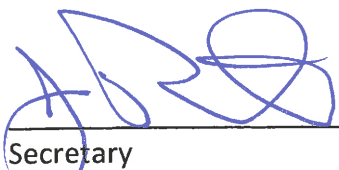
D. Budget

Executive Director Reuter asked for the board to provide direction on how we can simplify the budget. Commissioner Gramann would love to see it reduced to five pages. Staff is interested in rearranging facility and program accounts rather than separating them by buildings. It makes it very hard to see the big picture and takes staff hours to extrapolate the data into the various cost centers. Commissioner Jeffery recalled learning about the cost center model at an IAPD conference many years ago. For example, it helped to analyze the performance of Elk Trail to determine if we wanted to continue to maintain that building. Commissioner Powers commented that detailed reports are sometimes needed. Director Rini explained the Treasurers Report would still show the details the Commissioners expect to see. However, the budget would look different.

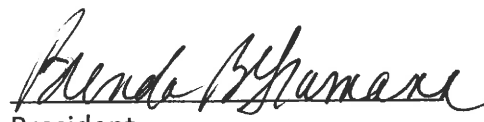
E. Weekly Happenings (oral)

- Commissioner Sokolowski emailed questions about the resident near

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|--|--|
| | <p>Bierman Park who is allowing runoff to run over the pathway.</p> <ul style="list-style-type: none"> • Commissioner Powers heard from his neighbors that the firework display was shorter this year. The other Commissioners said they heard it was a great firework show. • Commissioner Bird asked why we are heating Gretna. Executive Director Reuter explained that the theatre crew needs a place to make and store sets during the winter. In the past, they used Coral Cover Water Park lobby, but the work is messy. |
| Action Items | None |
| Closed Session | <p>A. Bi-Annual Review of Closed Session Minutes – Section 2(c)(21) Commissioner Powers made a motion to go into Closed Session under Section 2(c)(21) Review of Closed Session Minutes. Seconded by Commissioner Bird. Roll Call Vote:</p> <p>Commissioner Del Preto: Absent Commissioner Jaszka: Absent Commissioner Jeffery: Aye Commissioner Bird: Aye Motion Passes 4 - 0 - 3</p> <p>Commissioner Gramann: Aye Commissioner Powers: Aye Commissioner Sokolowski: Absent</p> <p>The Board entered into Closed Session at 8:40pm The Board returned to open session at 8:41 pm</p> |
| Action Pertaining to Closed Session | Commissioner Bird made a motion to approve the release of Closed Session Minutes and recordings. Voice Vote. Motion Passed 4-0-3. |
| Adjournment | Commissioner Powers made a motion to adjourn the meeting. Seconded by Commissioner Bird. Voice Vote. Motion passed 4-0-3. Meeting adjourned at 8:42 pm. |



Secretary
Jim Reuter



President
Brenda Gramann

August 26, 2019
Date



Recreation Quarterly Report

Spring 2019



The following is the Spring Quarterly Recreation Report for the Carol Stream Park District for April 1 – May 31, 2019. This report is presented in a three year comparison format for program enrollment numbers and revenue.

Total Program Participation Spring Seasons (April and May):

| PARTICIPATION | 2017 | 2018 | 2019 |
|-----------------------|-------------|-------------|-------------|
| Total Registrations | 3,458 | 3,472 | 3,520 |
| Youth | 71% | 67% | 69% |
| Adult | 29% | 33% | 31% |
| Resident | 72% | 74% | 74% |
| Non-Resident | 28% | 26% | 26% |
| 1:1 Inclusion Support | 15 | 11 | 19 |

Programming Statistics for Spring Seasons (April and May):

| PROGRAMMING | 2017 | 2018 | 2019 |
|--------------------|-------------|-------------|-------------|
| Programs Offered | 444 | 423 | 390 |
| Completed Programs | 339 | 307 | 279 |
| Canceled Programs | 105 | 116 | 111 |
| Run Rate | 76% | 73% | 72% |

Financials:

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

| PROGRAMMING FINANCIALS | 2017 | 2018 | 2019 |
|-------------------------------|-------------|-------------|-------------|
| Revenue | \$1,563,301 | \$1,551,470 | \$1,591,442 |
| Expenses | \$864,811 | \$879,838 | \$972,783 |
| Net Revenue | \$698,490 | \$671,632 | \$618,659 |

| RECREATION FUND FINANCIALS | 2017 | 2018 | 2019 |
|-----------------------------------|-------------|-------------|-------------|
| Revenue | \$1,670,377 | \$1,725,842 | \$1,763,472 |
| Expenses | \$1,944,585 | \$1,906,087 | \$2,046,166 |
| Net Revenue | -\$274,208 | -\$180,244 | -\$282,694 |

Spring Quarter Participation:

- Opening day celebration for youth baseball/softball league which included a parade, sponsors, activities, giveaways, and coach softball game. Event was well attended.
- Offered a couple bean bag tournaments at McCaslin Park and will continue to do so throughout the year.
- Major USSSA 12" Softball Tournament was held at McCaslin Park for the 4th year.
- Youth sports league registration is down due to a slight decline in soccer participation.
- Ran two one-night softball tournaments during the week, which had a total of 12 teams, and the weekend softball tournament had 31 teams.
- 128 Northwestern Medicine corporate fitness employees have joined the fitness center in 2019.
- Four less group fitness classes were offered in the spring of 2019 in comparison to 2018 due to participation and instructor availability. TRX classes were added to the schedule for no additional cost.
- Scanning and new membership card layouts were implemented in the group fitness studios and indoor pool to better monitor memberships and usage.
- A new Sci-Fit seated elliptical machine was purchased for the fitness center.
- Fitness member retention strategies including weekly workout suggestions and pop-up appreciation days were implemented.
- New this year, 15 year old instructors were hired to assist with swim lessons and concessions.
- Semi Private Swim Classes were only offered with our Custom Private Swim option.
- Bunny Bash, Flashlight Egg Hunt, and Mom Prom were held during the spring quarter (as opposed to the winter season in 2018). Flashlight Egg Hunt and Bunny Bash hosted record attendance. Mom Prom added a theme to the event to give it a fresh new feel.
- No April/May ActivKids Days Off Club dates in 2018.
- 48 seniors attended the seven day Forever Young overnight trip to Niagara Falls & Toronto, Canada.
 - 33 attended the spring 2018 overnight trip, but, because it was a longer trip with a higher registration fee, revenue was comparable.
- There were 20 Forever Young day trips, special events, and overnight trips this spring compared to 18 in spring 2018. Average day trip registration this spring was 27 per trip compared to 33 last year.
- The annual Dance Recital was held at Streamwood High School. There were three shows with a total of 220 dancers.
- The Springers gymnastics team ended their season with 16 individual event champions and five all-around champions.
- Veterans Memorial Plaza was opened with a dedication ceremony.

| PROGRAM PARTICIPATION | 2017 | 2018 | 2019 |
|-----------------------------------|-------|-------|---------|
| Adult Sports Leagues | 96 | 97 | 92 ✓ |
| Adult Sports Tournaments | 47 | 35 | 51 ✗ |
| All-Inclusive Fitness Memberships | 2,456 | 2,338 | 2,241 ✓ |
| Before & After School | 264 | 224 | 280 ✗ |
| Birthday Parties | 8 | 15 | 14 ✓ |
| Corporate Fitness Memberships | 421 | 400 | 465 ✗ |
| Days Off Club | 51 | 0 | 41 ✗ |
| Forte Dance Company | 0 | 40 | 40 = |
| Forever Young | 599 | 659 | 610 ✓ |
| Group Fitness | 8,694 | 9,534 | 9,220 ✓ |
| Instructional Gymnastics | 231 | 285 | 300 ✗ |
| Preschool | 108 | 119 | 111 ✓ |
| Private Swim Lessons | 65 | 57 | 36 ✓ |
| Seasonal Dance | 92 | 86 | 110 ✗ |
| Special Events | 454 | 112 | 587 ✗ |
| Special Interest | 54 | 81 | 103 ✗ |
| Sports Classes | 276 | 284 | 273 ✓ |
| Swim Lessons | 245 | 245 | 221 ✓ |
| Youth Sports Leagues | 948 | 870 | 848 ✓ |

Spring Quarter Revenue:

- Gym and field rentals continue to be on the rise.
- New Personal Trainers were hired and monthly “Meet the Trainers” and promotional discounts were offered.
- Although a few less participants registered for swim lessons, prices were reviewed and a per lesson increase was implemented.
- Room rental revenue for FVRC is slightly down due to a lack of daytime meeting rentals.
- SRC Room Rentals is up from last year partly due to the SRC church rental.
- Concessions revenue slightly up from 2018 despite poor spring weather which resulted in multiple cancelled games at McCaslin Park.
- No Days Off Club in April/May 2018. 1 April date in 2017 and 2019-dependent on Easter Holiday.
- In Spring 2017 we still accepted YWCA subsidy-this accounts for lower revenue but more participation for Days Off Club.
- Sponsorship revenue includes Just Play and CSBarks events in 2017 only.
- A variance in Forever Young spring revenue can be attributed to the Hamilton trip offered in 2018. This trip had a much higher registration fee than most (at \$215 per person), generating almost \$9,000 in revenue.
- 1,131 tickets were sold for the spring Dance Recital, totaling \$9,138 in revenue.

| PROGRAM REVENUE | 2017 | 2018 | 2019 |
|-----------------------------------|-----------|-----------|-------------|
| Adult Sports Leagues | \$60,120 | \$60,468 | \$54,200 |
| Adult Sports Tournaments | \$11,671 | \$4,890 | \$12,868 † |
| Advertising | \$1,100 | \$3,585 | \$3,306 |
| All-Inclusive Fitness Memberships | \$179,996 | \$177,406 | \$168,710 |
| Before & After School | \$98,641 | \$87,598 | \$105,123 † |
| Birthday Parties | \$3,871 | \$5,000 | \$4,245 |
| Concessions | \$24,940 | \$44,780 | \$49,019 † |
| Corporate Fitness Memberships | \$20,636 | \$17,818 | \$23,276 † |
| Dance | \$21,437 | \$16,971 | \$23,791 † |
| Days Off Club | \$931 | \$0 | \$1,128 † |
| Forever Young | \$45,078 | \$66,139 | \$57,805 |
| FVRC Gym Rentals | \$17,760 | \$14,563 | \$17,683 † |
| FVRC Room Rentals | \$10,433 | \$14,986 | \$13,936 |
| Grass Field Rentals | \$17,015 | \$27,141 | \$29,329 † |
| Gymnastics | \$37,459 | \$35,588 | \$35,472 |
| McCaslin Field Rentals | \$18,891 | \$20,105 | \$21,106 |
| Open Gym | \$5,944 | \$6,259 | \$3,786 |
| Personal Training | \$9,302 | \$3,533 | \$6,042 † |
| Preschool | \$31,885 | \$28,616 | \$28,651 † |
| Private Swim Lessons | \$6,415 | \$5,804 | \$5,092 |
| Special Events | \$3,140 | \$1,789 | \$3,946 † |
| Special Interest | \$1,585 | \$2,579 | \$3,874 † |
| Sponsorships | \$13,755 | \$6,005 | \$12,260 † |
| Sports Classes | \$19,915 | \$20,888 | \$20,192 |
| SRC Gym Rentals | \$6,715 | \$8,695 | \$8,949 † |
| SRC Room Rentals | \$848 | \$1,334 | \$3,703 † |
| Swim Lessons | \$13,529 | \$13,247 | \$15,946 † |
| Youth Sports Leagues | \$94,005 | \$98,559 | \$94,017 |

Spring Photos:



