



To: Park Board Commissioners

From: Executive Director Rini and the Senior Leadership Team

Date: March 17, 2025

Re: Monthly Update

**Dates To Remember:**

<b><i>Date</i></b>	<b><i>Event</i></b>	<b><i>Time</i></b>
March 15	Springers Gymnastics Meet, Joliet	11am
March 15	Holiday Class FVF: Shamrock Splash Party	9am
March 17	Green River Floats for staff, SRC	1pm
March 15-17	Personal Training Special: 17% Off	6am
March 17	Free Day FVF: St. Patrick's Day, \$0 Enrollment offer	5am
March 17	Descendants Theatre Performance - Tickets on Sale to Public	10am
March 17-22	Gymnastics Parent Watch Week, SRC	Various
March 18	Adult Trip, Radium Girls of Illinois	8:15am-4:30pm
March 19	Adult Trip, Waitress the Musical	11am-5pm
March 22	Spring Time Madness 3v3 Adult Basketball Tourney, FVRC	9am-1pm
March 23	Springers Gymnastics Meet, Bloomingdale	2pm
March 24	Adult Trip, Volo Auto Museum	9am-4:30pm
March 27	Adult Trip, Beatles Guise	9:30am-5:15pm
March 27, 28	Descendants Theatre Performance, Wheaton Academy	7-9pm
March 28-30	JP Youth Baseball Tournament, McCaslin	All Day
March 29	Descendants Theatre Performance, Wheaton Academy	2-4 & 7-9pm
March 31-April 1	Theatre Camp, SRC	9:30am-3:30pm
March 31-April 3	Spring Break Flip Out Camp, SRC	9:30am-3:30pm
March 31-April 4	Days Off Club, SRC	6:45am-6:30pm
March 31-April 4	Preschool Spring Break Mini Camp, SRC	9:30-11:30am
April 4-6	Seminole Sports Baseball Tournament, McCaslin	All Day
April 4-6	Star Power Dance Competition (Forte/Storm), Oswego	Various
April 7	Conflict Resolution Staff Training, FVRC	10am
April 8	Adult Trip - American Place Casino	9:15am-4:30pm
April 10	Adult Softball One Nighter 12" Tournament, McCaslin	6-10pm
April 11-13	Seminole Sports Baseball Tournament, McCaslin	All Day
April 12	Spring Fling Breakfast & Egg Hunt, FVRC	9:30-11am
April 13	Springer Gymnastics Meet, SRC	TBA
April 14	Adult Trip - Pabst History Tour	8:15am-5:15pm
April 16-17	CS Library Visits Preschool, SRC	9am-3pm
April 17	Adult Softball One Nighter 12" Tournament, McCaslin	6-10pm
April 18	Youth Baseball/Softball Opening Day Celebration, McCaslin	6-8pm
April 18	Flashlight Egg Hunt, CCMG	7:15-9:45pm
April 18-19	Seminole Sports Baseball Tournament, Armstrong	All Day

April 26	Foundation Bike Fix Station & Dedication, Memorial Park	9:30am
April 26-27	One Nation Adult Softball Tournament, McCaslin	All Day
April 27	Spring Dill Pickleball Tournament, SRC	12-4pm
April 30	Adult Trip - Titanic the Musical	10:30am-5:15pm
May 2	Adult Trip - Tulips & Wine	10:15am-4:15pm
May 5-9	Preschool Teacher Appreciation Week	9am-3pm
May 8	Kick Off to Summer Event, Community Park	5:30-7:30pm
May 8-9	Preschool Field Trip, Hampe Park	9am-3pm
May 14	Preschool Graduation, FVRC	9:30am, 10:30am, 12:45pm, 1:45pm
May 14	Adult Trip - Cats the Musical	11am-5:15pm
May 15-16	Last Days of Preschool, SRC	Various
May 16	Preschool Graduation Celebration, CCMG	TBA
May 17	Adult Trip - Mitchell Park Domes Floral Show	9am-6pm
May 18	Dance Recital, GBN	10am & 1:30pm
May 21	Adult Trip - Four Winds Casino	8:30am-5:30pm
May 22	Adult Trip - Harbor County Cruise	9am-6pm
May 24	CCWP Opening Day	11am-7:30pm
May 25	Adult Trip - Chicago Cubs Game	10:15am-6:15pm
May 28	Adult Trip - Harbor County Cruise	9am-6pm
May 30	Adult Trip - Muirhead Farmhouse	1:30-5:15pm

## Strategic Goal and Initiative #1

### Take Care of What We Have

- FACILITIES
  - The geothermal system at the Fountain View Recreation Center had a glitch in communication meaning the system wasn't talking to itself; the brain wasn't telling the system what to do, when to do it and how to do it. The geothermal team of ALC, Gaitlyn HVAC, Imbert, and District staff were on site for 2 days to address the issues. The outcome was to a software upgrade, new server, some sensors not operating and some pump/motor repairs. Once the software upgrades are completed, the team will know for sure if the issues were solved. Director of Parks and Facilities will report back to Executive Director once the upgrades are completed.
  - Staff moved the Living Tree Memorial in the lobby of the Simkus Recreation Center and added a new section to make room for expansion as the year's progress.
  - Staff replaced the weather stripping on various doors throughout Coral Cove Water Park in preparation of the upcoming season.
- PARKS
  - Staff repaired a Little Library at the old Elk Trail facility.
  - Parks Foreman met with family members of Barbara O'Rahilly to secure a location for her memorial tree.
  - Staff performed a spring clean-up at Coyote Crossing Mini-Golf in preparation of the first pop up event of the season.
  - Staff has been working diligently at Jirsa Park cleaning up invasive species; multiple residents called to express their displeasure.

## Strategic Goal and Initiative #2

### Improve Financial Position

	2024 - YTD	2023 – YTD
ActivKids Before & After Care	\$78,026	\$90,328
Adult Trips	\$9,191	\$4,739
Advertising & Sponsorships	\$22,050	\$10,550
Awesome Adventure Camp	\$8,365	\$8,980
Concessions	\$6,929	\$6,099
Contractual Sports	\$16,156	\$18,154
Corporate Memberships	\$21,255	\$20,319
Dance	\$26,686	\$24,679
Days Off Club	\$11,317	\$8,916
Early Childhood Programs	\$2,572	\$1,707
Epic Adventure Camp	\$1,510	\$1,505
Fitness Daily Admissions	\$4,728	\$4,700
Fitness Memberships	\$132,094	\$123,115
Fitness Programs	\$2,372	\$2,746
FVRC Daily Admissions	\$2,202	\$2,033
Group Swim Lessons	\$29,127	\$18,473
Gymnastics Classes	\$32,290	\$33,160
Lap Swim Memberships	\$5,650	\$6,372
Personal Training	\$3,965	\$4,377
Preschool	\$57,275	\$52,945
Rental – FVRC	\$21,779	\$14,794
Rental – FVRC Pool	\$1,623	\$1,230
Rental – SRC	\$2,913	\$1,888
Special Interest	\$1,698	\$1,087
Springers Gymnastics Team	\$21,686	\$21,650
Swim Team	\$20,100	\$23,194
Theatre	\$29,011	\$24,230

- Deposits received:
  - \$62,244.40 PDRMA reimbursement for 5 claim payments for damage incurred between 12/11/23-11/2/24.
  - \$206.46 ChargePoint electric charging station receipts - January
  - \$1,443 CSParks Foundation sponsorship of CSPD Adult Trip to Medieval Times
  - \$43,118.84 PDRMA reimbursement check received for CCWP Pump repair
  - \$3,568 Raised from Dolphin Swim Team swimathon
  - \$4,270 West Chicago Park District (Fall- Gymnastics Coop)
- 2025 interest received to date:
  - IL Trust Fund Balance Money YTD \$ 2,844.59
  - Fifth Third Bank Fund Balance Money \$36,654.53
- 2025 Personal Property Replacement Taxes:
- Current Allocation: \$0, 2025 YTD \$18,065.53, 17.21% of budget
- Fraudulent twenty-dollar bill was found with the counting of the batches over the last 2 weeks of February. Staff will be using counterfeit pens on \$20 bills to see if it happens again. Staff have also been trained on what to do if they confirm a counterfeit bill.

- \$0 Enrollment special ran from February 19-March 9; bringing in 75 new members.
- \$50 Off Personal Training 6-Pack ran from February 19- March 2; selling two packages to existing clients.
- Advertising/Sponsorship:
  - Flood Brother's Disposal & Recycling - \$5,000
  - Bodyworks Medical Center - \$4,000
- Descendants theatre performance tickets went on sale to registrants on March 3. Over 1,000 were sold on the first day, representing over \$11,000. Ticket sales continue through the performance days.

### Strategic Goal and Initiative #3

#### Operate Parks and Facilities Efficiently

- IT and Parks departments are working together to introduce a new WORK TICKET system. Although free, the current system does not provide sufficient tracking, and reporting tools.
- Staff will be rolling out a new Occupational Health Provider to support work injuries, random testing, and post-accident testing. We will still use our current provider for random DOT drug tests for our CDL bus drivers.
- HR and Marketing worked together to create a custom All – in – One state/federal employment poster. These new posters include all required posting information and have been installed at each of our facilities.
- 20 Garden Plots are now available to rent at Community Park.

### Strategic Goal and Initiative #4

#### Meet Needs of Changing Community Demographics

### Strategic Goal and Initiative #5

#### Develop Parks and Facilities

- **Pleasant Hill Park** – Hitchcock Design Group is in the process of finalizing design, putting a schedule for the project together, getting playground designs, and gathering site amenities. The project will go out to bid in early April with construction beginning in May.
- **McCaslin Park** – staff will be installing new crushed limestone on all warning tracks. Over the last 10-12 years warning track material has been scattered so the depth of material is not suppressing weeds and simply doesn't look good. This will crisp back up the warning tracks and assist with weed suppression. Also, staff will be installing paver bricks adjacent to the dugouts where grass is impossible to grow to improve the overall aesthetics of the facility. Lastly, all table legs, brackets and braces will be painted black to match the trash cans.
- A local Girl Scout Troop will be installing a new butterfly garden at Armstrong Park near the large shelter and Kid's World. All materials will be supplied by the troop with District staff doing the initial labor to include killing off turf grass and tilling the space in preparation.

### Strategic Goal and Initiative #6

#### Foster a Safe and Welcoming Environment

- The Safety Committee met on February 19. In addition to the monthly updates on claims, inspections, accidents and incidents, the committee suggested that new Supervisors receive some

guidance on how to complete PDRMA claim forms. A short informational document is being created to assist.

- Approximately 12 exit lights were either not operational or outdate and out of code at Fountain View Recreation Center. Those dozen units were replaced with new LED versions so the building is in full compliance.

## Strategic Goal and Initiative #7

### Highest Quality Recreation Programs & Services

	2024 - YTD	2023 – YTD
ActivKids Before & After Care	716	856
Adult Trips	360	225
Awesome Adventure Camp	2,452	2,538
CCWP Memberships	64	77
Contractual Sports	313	297
Corporate Memberships	394	419
Dance	46	49
Days Off Club	263	230
Early Childhood	99	91
Epic Adventure Camp	383	381
FVRC Daily Admissions	152	193
Group Fitness Class Participation	5,645	4,624
Group Swim Lessons	499	373
Group Training Class Enrollment, FVF	30	34
Gymnastics	442	560
Lap Swim Memberships	30	34
Next Elite Soccer Training	7	0
Paid Fitness Memberships	1,729	1,601
Paid Walking Track Memberships	287	231
Preschool	142	130
Special Interest	37	21
Springers Gymnastics Team	44	50
Swim Team	141	159
Theatre	129	151

- The February member challenge asked members to work out 14 times at Fountain View during the month. The challenge had 150 participants. The winner received a \$50 Texas Roadhouse gift card.
- February Fitness Fun Classes: Super Bowl Workouts on February 8 at 7am had 16 participants and 8am had 26 participants.
- Participation numbers in group fitness classes continue to average over 10 participants per class, an increase from previous months.
- The Group Training program Interval Training for Weight Loss added an additional session at the request of group participants with a total of 11 participants in two sessions.
- The March Member Challenge to complete a workout bracket at Fountain View Fitness during the month has begun with 79 all-inclusive members signed up for the challenge.



Participants must complete 3 group fitness classes, 3 fitness center workouts, 3 track or pool workouts.



- A contractual relationship has been set with BIG 3 Sports to provide a registration option for baseball and basketball participants to access specialized training programs, and with The Volleyball Institute to offer focused volleyball training.
- Evaluations for baseball/softball was held at Glenbard North on March 2, and Glenbard North coaches and players ran the kids through drills.
- Evaluations for soccer was held at Glenbard North on March 9, and was ran by our travel soccer affiliate.
- Activkids Before & After Care sold 850 daily flex passes this school year compared to 1,032 last year. The program is serving 193 individual registrants. Kids had fun making forts, doing craft projects, STEAM activities and fun outside at the playground.



Adventure Camp priority registration was held from January 13-February 13 for current B&A participants and 2024 Adventure Campers. Awesome Adventure Camp had 1,746 registrations compared to 1,558 last year. Epic Adventure Camp had 342 compared to 338 last year.





- Preschool priority registration for the 2025-2026 school year took place from January 21-February 18, with 88 current families registered, compared to 63 the year before. Registration is currently at 97 students compared to 87 last year.
- Preschoolers celebrated Valentine's Day on February 13-14. Students had the opportunity to bring and pass out Valentines to their friends.



- Parent Teacher Conferences were held on February 17, with 79 families signed up for a 10 minute conference which accounted for 57% of the preschool families.
- Kindergarten Readiness celebrated their 100<sup>th</sup> Day of School on February 19.



- February's Friday STEAM Fun theme was Dinosaurs, with 15 children in attendance.





- Preschoolers celebrated Dr. Seuss' Birthday with Crazy Hair Day on March 3-4.



- Days Off Club was held on February 17, with a trip to the Picture Show to watch Dogman and February 28 featuring swimming at FVRC.



- This past month we had adult trips to the Milwaukee Art Museum, The Chicago Pizza Tour, and Second City.





- Spring Program Preview Day on February 18 had 99 registrants. Patrons played bingo with prizes, and had breakfast treats.



- Swim Lessons continue to grow from 2024 and we are offering more lessons and accommodating more swimmers.



- The Swim Team Divisional Meet was held on March 1 and Dolphins took 1<sup>st</sup> place. The final meet, All Conference, was held on March 9 and Dolphins took 2<sup>nd</sup> place.



- Teenie Weenie Royal Princess Party was held March 8 at FVRC. There were 62 registrants compared to 77 last year.







- A second Harbor Country Cruise was added to accommodate the waitlist after the first trip filled. There are currently 23 registrants, representing an additional \$1,143 in unbudgeted revenue thus far.
- Springers competed in the State Tumbling Meet on February 22:
  - 1<sup>st</sup> place: Advanced Beginner 1
  - 2<sup>nd</sup> place: Advanced Beginner 2
  - 1<sup>st</sup> place: Novice 1
  - 1<sup>st</sup> place: Intermediate



- Storm Poms teams performed at CSPD basketball games on February 15, 22, and March 1, 8.



- Descendants is in the final rehearsals as they prepare for their shows. Two theatre workshops are also in progress: Hamilton and Encanto.





- 3 more parks will be receiving Communication Boards – these boards help non-verbal individuals communicate and are designed in-house with pictures that are custom to the amenities in the park. 2 signs will go up at Community Park, and a second sign at McCaslin Park and 3 signs at Armstrong Park.
- Social Media
  - Updated Coat Drive blog
  - Year in Review publication posted and video reposted
  - Legislative breakfast photos, Jackie Jeffrey video introduction
- February survey sent March 6 to 711 emails. Of those to date, 38 started the survey, 21 submitted the survey for a 3% response rate. SURVEY STILL OPEN.
- Marketing staff is populating content from current website to new website. Invox is using the content to template the pages. It's a gradual process on both sides due to the number of pages we have, but we are all making steady progress.
- Other Communication - CCMG, Adventure Camp, Birthday parties to include CCMG & CCWP parties, Family Events and School Year Care flyers/mini guides sent to CCSD93 for Virtual Backpack.
- EBLASTS - 23 sent with reminders and social media shares since last report.

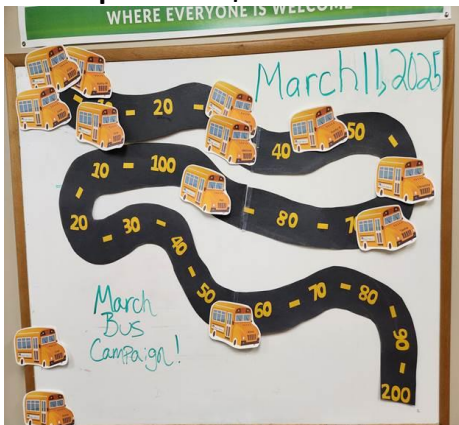
## Strategic Goal and Initiative #8

### Highest Quality Staff & Team

- All full time staff are required to go through Fraud Awareness training on an annual basis. This is an online training.
- The 2024 Annual Performance Evaluations process is complete. Employees were provided with performance assessment, as well as goals for the coming year. Any merit increase will be reflected on the second payroll in March.
- Staff secured professional speaker Scott Tillema, to present a session on Conflict Resolution on April 7. We have invited Bloomingdale, Bartlett and Wheaton Park Districts to attend as well to split the cost of the speaker. In addition, we will be eligible for a \$525 subsidy from PDRMA which helped to make the cost significantly lower.
- On March 18 several supervisory staff from all departments will be attending a PDRMA training titled, "A Supervisor's Role in Managing Risk in Parks and Recreation".
- The Registration Team had their quarterly meeting on February 15. The meeting reviewed important information that is coming up with the spring program guide as well as other policy/safety procedure reminders.
- HR staff were asked to speak to a Language Arts class at Jay Stream Middle school on March 5 on interviewing tips. It was a well-received presentation and the Jay Stream staff are hoping to have us do this presentation again in the future.



- The Registration Team is having a friendly competition to see which staff member can raise the most money in bus donations during the month of March. Supervisor made a board to track their progress. This was a great idea that Registration Manager had come up with and nice to see the front desk staff getting excited to help raise money for a new bus! **3/11 update: Registration staff has help to raise \$614.50 since March 3<sup>rd</sup>!**



- Parks Foreman attended the Certified Playground Safety Inspector course to renew his certification.
- Parks staff attended a training on natural plantings hosted by the Conservation Foundation to further educate herself on the subject.