



To: Park Board Commissioners

From: Executive Director Rini and the Senior Leadership Team

Date: July 21, 2025

Re: MONTHLY REPORT

**Dates To Remember:**

<b><i>Date</i></b>	<b><i>Event</i></b>	<b><i>Time</i></b>
July 20	Registration Staff Meeting, FVRC	6:15-8:30pm
July 16	Volunteer and Sponsor Appreciation Night, CCWP	6-8pm
July 18	Late Night Friday, CCWP	7:30-9pm
July 19	Adult Trip: New Glarus Blues, Brews, & Food Truck Festival	9am-6pm
July 23	\$0 Enrollment Begins: through Sept 1	All Day
July 23	Adult Trip, Multi-Cultural Food Tour	10am-3:30pm
July 25-26	Alice in Wonderland Performance, GBN	7pm, 2pm
July 27-31	Member Pool Swap, Bartlett Aquatic Center & CCWP	Various
July 29	TikTok Dance Camp, SRC	9:30-11:30am
July 29	Sports Theme Day, CCWP	All Day
July 30	Adult Trip, Chicago Cubs at Brewers	11am-6pm
July 31	Harry Potter Theme Night, CCMG	5-10pm
August 1-2	Alice in Wonderland Performance, GBN	7pm, 2pm
August 2	USSSA Adult Softball Tournament, McCaslin	9am-6pm
August 2-3	MCFFL Adult Flag Football Tournament, Red Hawk/GBN	8am-6pm
August 4-7	Beat the Heat Gymnastics & Dance Camp, SRC	9:30am-3:30pm
August 4-16	Indoor Pool Closure, FVRC	All Day
August 6	Adult Trip, Wisconsin State Fair	9:30am-5:30pm
August 9	Adult Basketball 3 on 3 Tournament, FVRC	9am
August 9	Stranger Things Theme Night, CCMG	5-10pm
August 11	Members Only Early Open, CCWP	10-11am
Aug 11-16	Annual FVRC Maintenance Closure	All Day
August 11-16	Gymnastics Parent Watch Week, SRC	Various
August 13-14	Forte Dance Camp, SRC	9:30am-3:30pm
August 13	Taylor Swift Day, CCWP	All Day
August 14-18	SSA Adult 16" Softball Tournament, McCaslin	All Day
August 15	Youth Soccer Opening Day Celebration, Red Hawk	6-7:30pm
August 15	Back to School Bash, CCWP	7:30-9pm
August 16	Duck Race, CCWP	4pm
August 19	Adult Trip, Harbor Country Cruise	9am-6pm
August 19	Wicked Music Day, CCWP	All Day
August 20	Adult Trip, Four Winds Casino	8:30am-5:30pm
August 20	Beetlejuice Theatre Production Auditions, FVRC	5-7:30pm
August 20	Start of Adult Mini Golf League (Wednesdays), CCMG	6:30-8:30pm

August 21	Preschool Meet the Teacher, SRC	4pm-6:45pm
August 23- 31	Weekend Only Hours, CCWP	12pm-5pm
August 30	Pup & Putt Theme Day, CCMG	11am-10pm
September 1	Last Day of the Season, CCWP	12pm-5pm
September 2	Preschool Classes Begin, SRC	Various

## Strategic Goal and Initiative #1

### Take Care of What We Have

- PARKS
  - Staff cleared all the landscaping around the Gretna Station and Caboose so the volunteer could make his improvements.
  - Staff repaired the netting under the bucket feature at CCWP.
  - Staff repaired the pulley and belt for one of the basketball hoops at FVRC.
  - Staff cleaned up the landscaping and power washed the shelter and tables at Bierman Park in preparation of the Father's Day Fishing Derby.
  - Staff ground up about a dozen stumps.
  - Staff removed a significant amount of graffiti from Blue Heron Park.
  - Staff repainted the bathroom floors in the McCaslin bathrooms.
  - Staff cleared brush that was encroaching the Skate Park.
  - Staff sealed off the speakers at McCaslin so birds don't nest in them anymore.
  - Staff patched potholes in the parking lot at McCaslin.
  - Staff cleaned up the landscaping in the center paved area at Slepicka.
  - Staff trimmed up low hanging branches throughout the parks.
  - Staff prepared Hampe, VMP, and Veteran's Parks for 4<sup>th</sup> of July.
  - Staff replaced malfunctioning "brain box" for Splash Pad at McCaslin
  - Staff built props for the next Theater production.
  - Staff completed painting "No E-Scooter" stencils on all park paths.
  - Field Turf was out to fix several spots of turf while it was still under warranty.
- FACILITIES
  - Staff cleaned all air handlers at FVRC and SRC.
  - Staff replaced drinking fountain filters at FVRC and SRC.
  - Staff added cable organizers to FVRC front desk.
  - Staff replaced depth numbers to the dive pool at CCWP.
  - Staff fixed a crack in the cement at CCWP.
  - Staff ground off a sharp edge on a pool grate at CCWP.
  - CCWP gate to the spray playground was repaired, with a new lock installed.
  - Staff replaced filters to the HVAC system for gymnastics at SRC.
  - Staff replaced water shut off and soldered a new water line to outside water hook up at CCWP.
  - Staff helped with replacing WSDRA smart TV at FVRC.
  - Staff built a shelf and installed a portable A/C unit in the concession stand at McCaslin Park.
  - Staff repaired employee entrance door at CCWP.
- The Athletics staff along with the Concessions staff spent the day at McCaslin Park on July 2 cleaning the facility in preparation for the Spiderz Mega Drafts tournament.



## Strategic Goal and Initiative #2

### Improve Financial Position

- Deposits received:
  - \$2,500 TAAG #13 reimbursement received.
  - \$11,156.50 CS Youth Travel BB/SB affiliate fees
- 2025 interest received to date:
  - IL Trust Fund Balance Money YTD \$11,877.40
  - Fifth Third Bank Fund Balance Money \$89,346.47
- 2025 Future interest:
  - Fifth Third Bank: \$4.96MM T-Bill to mature Aug 19, 2025 at a 4.25% yield, with estimated interest of \$33,645.83; \$2.83MM in money market account to capture additional interest at 4.16% yield.
  - IPDLAF/IL Trust: \$172K cd to mature Aug 14, 2025 at a 5.10% yield, with estimated interest of \$12,712.69; \$247K cd to mature October 10, 2025 at a 4.55% yield, with estimated interest of \$2,862.49; \$224K cd to mature November 3, 2025 at a 5.50% yield, with estimated interest of \$24,673.75; \$227K cd to mature Feb 17, 2026 at a 4.85% yield, with estimated interest of \$21,396.46; \$239K cd to mature June 10, 2026 at a 4.34% yield, with estimated interest of \$10,731.10. IL Trust total invested \$1,109,000, interest earned/due \$70,984.59.
- 2025 Property Taxes:
  - Current Year Allocations: \$848,937.58 [June 27], Interest \$0, 2025 YTD \$5,954,813.75, 56.75% of budget, 51.95% of levy
  - Prior Year Allocations: \$47.27 [2023], 2025 YTD \$361.99, 904% of budget (budget is only \$40 for Corp/Rec as this distribution fluctuates each year and is primarily low)
- 2025 Personal Property Replacement Taxes:
  - Current Allocation: \$0, 2025 YTD \$59,586.56, 56.75% of budget
- 2025 Developer Donations – Villas at Fair Oaks:
  - Current Allocation: \$0, 2025 YTD \$16,860, Development to Date [2024-current] \$26,220 of estimated \$49,920.
- AT&T credits for original fiber and PRI phone lines have been received. Director to reach out to AT&T for refunds of over \$8,800 for paid service from mid-January-July.
- Accounting Supervisor continues to work with Superintendent of Parks/Facilities and LRS/Pit Stop to correct invoicing for portable restrooms. March-April-May corrections are complete and paid as of July 11.

- New members enrolled using the 2025 Summer 3 Month Special May 1-June 30 was 204 compared to 140 memberships sold in 2024.
- McCaslin Home Plate Concessions was open for the Spiderz Mega Drafts Adult Softball Tournament, July 3-6; total gross revenue of \$33,194.
- McCaslin Home Plate Concessions was open for JP Sports Youth Baseball Tournament, July 11-13; total gross revenue of \$18,824.



### Strategic Goal and Initiative #3

#### Operate Parks and Facilities Efficiently

- Marketing is working with Aquatics Supervisor on the Dolphins newsletter.
- Digital Customer Base includes 22,850 email subscribers. The Mobile App had over 3,417 subscribers, nearly 3,100 views of the pdf Guide for the Summer season, and 57,000 views of the cspark website in June.
- Fall 2025 PDF GUIDE – Marketing has been working with Recreation Staff and Registration Manager Kintzel making final changes to the Fall guide.
- Fall Postcard is being mailed out on July 21<sup>st</sup>.
- Campaigns
  - Fall Marketing Campaigns (Sept-Dec)
    - Campaigns requested: 46
    - Of these 46 campaigns, 4 are new campaigns
- Social Media/Blogs/Press Releases
  - SM/Blog: Volunteer Spotlight
  - SM/Blog: July Enews
- Website/APP: The Marketing Team has been organizing program content for the new website, focusing on how to best display camps and sports using ActiveNet integration. We've explored filtering and grouping options to improve user experience and seasonal updates. After reviewing Oswegoland Park District's setup, we found it lacks the detail we're aiming for. Next week, we'll decide whether to move forward with the API tool based on its fit. ActiveNet integration will change formatting on registration pages, so we're assessing how well it aligns with our visual and operational needs. Other pages are still in development, and we've improved the group fitness calendar to better display instructor names on mobile to the group fitness calendar to highlight instructor names to make it easier to read on mobile.
- EBLASTS – 58 sent with reminders and social media shares since last report. This is 31 more eblasts than last month.
- The Registration Manager tested and worked with the Superintendent of Recreation on a solution for the swim team deposit set up.

- The Registration Manager tested a new set up in Active Net for optional lunch add on for adult trips.
- The Registration Supervisor is looking to hire 2-3 Registration Specialists.
- The Registration Supervisor and Manager worked with the IT Manager on the front desk voicemail and phone set up to assure the phones were working properly for internal and external customers.
- The Registration Supervisor put together a fun ice breaker activity for the upcoming registration meeting to help the registration team get to know each other and the new staff.
- The Registration Manager and Supervisor have been working together to adjust staffing for the Fountain View registration desk to alleviate workloads during busy times and provide better customer service for in-person and over the phone customers.
- Camera replacement project is completed; staff have been notified to make sure all who need access have it.
- The IT Manager and CSPD staff met with the AV vendor at FVRC to review how the system setup will work. Staff were satisfied with the vendor's responses to their questions. The AV proposal was approved by the Board of Commissioners at the July 14 meeting, and the vendor was notified on July 15 so that all necessary paperwork could be completed to move forward with the installation. The Director will follow up to confirm installation dates, targeting either the FVRC shutdown week or one of the last two weeks of August (after camp ends and before fall programs begin).
- IT Manager got all credit card readers updated to correct issues; back end setting changed but ActiveNet instructions were not clear about the update. Registration Manager assisted with updating all readers in the ActiveNet settings.
- Some computers are running out of storage space, IT Manager has ordered bigger hard drives to replace those getting full.
- IT Manager is working with the Parks department on testing another option for their ticket system.
- IT Manager has been training IT intern and giving him tasks to do while waiting on troubleshooting calls.
- Director worked with Chapman & Cutler to complete 2025 EMMA submission as of July 11.

## Strategic Goal and Initiative #4

### Meet Needs of Changing Community Demographics

- Our All Star Sports Basketball class, which is free to Community Park residents, is wrapping up on July 31. There are 36 registrants and several drop-ins. A free soccer class is being offered in the fall.





## Strategic Goal and Initiative #5

### Develop Parks and Facilities

- Pleasant Hill Park – due to some permitting issues, the project hasn't started yet. The permitting issues have been resolved and construction should begin the week of July 21.
- Tagg Property – the project went out to bid June 16. The contract with Daybreaker, Inc. was approved by the Board of Commissioners and construction will commence in the next couple weeks.

## Strategic Goal and Initiative #6

### Foster a Safe and Welcoming Environment

- We are cooperatively offering a Pool Swap with Bartlett Aquatics Center on July 27-31. Members of each district's water park can show their pool pass for free admission to the other facility.

## Strategic Goal and Initiative #7

### Highest Quality Recreation Programs & Services

- The June Member Challenge asks All-Inclusive members to progress to a 5 min plank at Fountain View Fitness during the month has begun with 32 members signed up for the challenge. Participation required engagement with fitness instructors and attendants for timing and encouragement. The winner received a \$50 Target gift card.
- Alice in Wonderland tickets went on sale to participants on July 1. 816 tickets were sold in the first 20 minutes. As of July 14, 1,001 seats have been sold between the four performances. Rehearsals are wrapping up, in preparation for the shows.



- Princess Dance Camp was held with eight participants and a visit from Ariel.
- The Middle School Pool Party had 122 in attendance. The event included beach balls, bean bag games, limbo and a DJ.



- Our free Park Play drop-in program at Wellington Place Apartments has an average of 17 participants per day.



- Summer STEAM Camp themes included Let's Go on a Picnic, Lemonade Stand, Island/Beach, Fourth of July and Camping.



- Adult Paint N Sip participants created Red, White and BOOM masterpieces on June 27 at Cody's Den.



- The Father's Day Fishing Derby was held at Bierman Park with gift bags, light breakfast, friendly fishing competition, and trophy ceremony. Volunteers from the Carol Stream Police Department assisted and donated stickers, pencils and sunglasses. The Illinois Natural Resources also assisted and donated giveaways.





- Dolphin's Swim Team celebrated senior night after one of our home swim meets.



- Participants enjoyed a visit to the Garfield Park Conservatory with brunch at Beatrix.



- Awesome Adventure Camp attended field trips to Skyzone, Turtle Splash Park and Ultimate Ninjas. Campers enjoyed special events including a BMX rider, a magician and a science center. There is currently an average of 158 campers per week, compared to 147 last year.



- Epic Adventure Camp held games day, sports day, twin day and visits to Hampe and McCaslin Parks. Kids have attended field trips to Astro World, The Zone, Turtle Splash Park, Main Event and Rainbow Falls. There is currently an average of 85 campers per week, compared to 72 last year.





- Baseball/Softball Spring Season 2025 ended with some winning Carol Stream teams.



- With the help and coordination of the Parks Department, Recreation Department and our Recreation Interns, we coordinated our very large entry in the 2025 Carol Stream 4<sup>th</sup> of July Parade.



## Strategic Goal and Initiative #8

### Highest Quality Staff & Team

- On July 8, HR Coordinator took the SHRM Certification exam and passed! She is now officially a SHRM Certified Professional.
- On July 15<sup>th</sup> we held a hiring event. We had 16 people attend this event. The July hiring event historically has lower attendance, but those that attended seemed like great potential new hires. Supervisors will do follow up calls and extend official offers to those who are hired.
- A mid-season CCWP cashier training was held on June 23. Topics included expectations, PDRMA procedures, group outings and rentals, capacity trackers, membership passes, When 2 Work, and emergency and crisis management.
- Both open full time Facilities positions have been filled.