



To: Park Board Commissioners

From: Executive Director Rini and the Senior Leadership Team

Date: October 20, 2025

Re: WEEKLY MEMO

**Dates To Remember:**

<b>Date</b>	<b>Event</b>	
October 20	Balance & Mobility Training for Active Agers begins, FVRC	10:30am
October 20	Adult Trip, Pumpkin Fest at Kuiper's Farm	10am-3pm
October 22	CS Police & Fire Visit Preschool, SRC	10am and 1:30pm
October 22	Adult Trip, Dial M for Murder	10:30am-4:30pm
October 24	Middle School Gym & Swim, FVRC	7-9pm
October 25	Trick-or-Treat Trail, Red Hawk Park	12-2pm
October 27	Adult Trip, Crime & Pizza Tour	8:30am-2:30pm
October 29	Staff Halloween Party and Potluck	12-1pm
October 30	Halloween Zumba Party, FVRC	6:30pm
November 1	Turkey Shoot Adult Softball Tournament, McCaslin	All Day
November 1-2	Northeastern Chinese Basketball Tournament, FVRC	1-9pm
November 5	Adult Trip, Holocaust Museum	8:30am-4pm
November 5	Preschool Family Night, SRC	4-6:30pm
November 8	USSSA Adult Softball Tournament, McCaslin	All Day
November 8-9	DYTB Youth Travel Basketball Tournament, FVRC	All Day
November 12	Adult Trip, Four Winds Casino	8:30am-5:30pm
November 12-13	CS Library Visits Preschool, SRC	9am-3pm
November 13	Adult Trip, Chicago Chocolate Tour	9am-3:30pm
November 15	Youth Volleyball League Post Season Tournament, FVRC	9am-6pm
November 16	Springers Tumbling Meet, FVRC	10am-5pm
November 17-23	Free Dance Trial Week, SRC	Various
November 18	Adult Trips Program Preview Day, FVRC	2-3:30pm
November 20	Adult Trip, A Beautiful Noise: The Neil Diamond Musical	10:30am-5:30pm
November 22-23	CSYTBA Youth Basketball Tournament, FVRC	All Day
November 23	Dolphins Swim Meet, Mt. Prospect	3:00pm
November 25	Adult Trip, The Little Traveler	10:30am-3:15pm
November 26	Adult Trip, A Beautiful Noise: The Neil Diamond Musical	10:30am-5:30pm
November 29-30	CSYTBA Youth Basketball Tournament, FVRC	All Day
December 5	Adult Trip, The Walnut Room	9:15am-2:15pm
December 5	Holiday Tree Lighting, Town Center	6pm-8pm
December 5	Beetlejuice Theatre Performance, GBN	7pm
December 6	Dolphins Swim Meet, FVRC	10:30am-5:00pm
December 6	Holiday Dance Showcases, GBN	10am, 1pm, 4pm

## Strategic Goal and Initiative #1

### Take Care of What We Have

- Direct Fitness Solutions performed Preventative Maintenance assessment on all fitness equipment. Recommended repairs were completed on October 3.
- PARKS
  - Staff created new landscape beds behind the slides at Kid's World.
  - Staff cleaned up around Veteran's Memorial Plaza in preparation for Fall Fest.
  - Staff shut down and removed features for the splash pad at McCaslin Park for the season.
  - Staff took down the shade structure at CCWP for the season.
  - Staff added erosion control to the limestone path at Walter Park to prevent future washouts.
  - Staff made repairs at a couple of the fitness stations at Slepicka.
  - Staff replaced a damaged a memorial stone at Armstrong.
  - Staff replaced the broken Futsal goals at Community with new ones.
  - Staff trimmed trees and bushes and mulched around the pond at SRC.
  - Staff replaced broken playground equipment at Cambridge Park.
  - Staff removed a majority of the grasses in the beds adjacent to the fire lane at SRC and relocated the grasses throughout the District's park system.
  - Staff removed two trees that were disrupting the school's camera view to the new playground at Pleasant Hill.
- FACILITIES
  - Staff began the work of patching and painting walls in the SRC gymnasium prior to the new floor going in.
  - Staff has been working at CCWP to complete maintenance issues identified at the end of the season walk through with JEM. Staff is attempting to have all issues completed before winter so when re-opening in the 2026, we are ready to go.
  - The winterization of CCWP continues with putting all deck chairs away for the season.
  - Staff is in the process of setting up and securing all annual inspections for the 2026 calendar year including but not limited to: RPZ inspections, fire alarm/sprinkler, overhead doors, bridges, fire extinguishers, and grease traps.
  - There have been repeated door issues throughout the District's facilities with cores in locks. Historically we have called a contractor to make these repairs, however, Facilities staff went on the internet and taught himself to make these repairs. The less we rely on contractors for maintenance concerns the less we spend.

## Strategic Goal and Initiative #2

### Improve Financial Position

- Deposits received:
  - \$1,942.11 PepsiCo quarterly commission
  - \$9,865.50 CS Panthers Soccer Club affiliate fees
  - \$263.65 ChargePoint September Electric Vehicle revenue

- 2025 interest received to date:
  - IL Trust Fund Balance Money YTD \$28,428.53
  - Fifth Third Bank Fund Balance Money \$182,376.84
- 2025 Future interest:
  - Fifth Third Bank: \$3.478MM T-Bill to mature Nov 4, 2025 at a 3.97% yield, with estimated interest of \$21,228.47; \$1.88MM T-Bill to mature Dec 9, 2025 at a 3.85% yield, with estimated interest of \$10,972.50; \$5.027MM in money market account to capture additional interest at 3.99% yield.
  - IPDLAF/IL Trust: \$224K cd to mature Nov 3, 2025 at a 5.50% yield, with estimated interest of \$24,673.75; \$212K cd to mature Nov 12, 2025 at a 4.30% yield, with estimated interest of \$2,326.19; \$248K cd to mature Dec 5, 2025 at a 3.75% yield, with estimated interest of \$1,589.92; \$227K cd to mature Feb 17, 2026 at a 4.85% yield, with estimated interest of \$21,396.46; \$239K cd to mature Jun 10, 2026 at a 4.34% yield, with estimated interest of \$10,731.10. IL Trust 2025 total invested \$1,150,000, net interest earned/due \$60,219.36.
- 2025 Property Taxes:
  - Current Year Allocations: \$866,463.11 [Sept 26], \$86,630.418 [Oct 10], Interest \$0, 2025 YTD \$11,325,065.27, 99.48% of budget, 98.81% of levy
  - Prior Year Allocations: \$0, 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: \$20,164.13 [Aug-Sep], 2025 YTD \$102,573.28, 97.69% of budget
- 2025 Developer Donations – Villas at Fair Oaks:
  - Current Allocation: \$6,240 [Aug], 2025 YTD \$30,285, Development to Date [2024-current] \$39,645 of estimated \$49,920.
- Staff has completed the second draft of the 2026 Budget, including the preparation on the tax levy for next year. Some key factors for the coming year's budget:
  - Unexpected repairs and replacements exceeded \$200,000 this year, and will impact the year end transfer to next year's capital budget.
  - Staff will present a recommendation to the Board to levy above 105% for next year to capture the significant growth in EAV.
  - Special Recreation Inclusion Costs continue to impact other uses of the fund.
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- Bond Refinancing
  - Staff are preparing necessary documents for the refinancing. That includes of the preliminary offering statement, parameter/reimbursement ordinance, Moody's rating call, Chapman & Cutler Disclosure Counsel interview, and securing an underwriter. Meristem is negotiating the underwriter fees which are typically \$5/bond issue plus fees. As of this morning we were able to negotiate a \$4.75/bond (all in) fee.

### Strategic Goal and Initiative #3

#### Operate Parks and Facilities Efficiently

- IT Staff is coordinating training sessions and the development of a User Manual for the new AV System at Fountain View Recreation Center.
- Staff will meet with Noventech on October 22 to talk about Office 365 and our needs.

- SonicWall just notified our consultants that our Virtual Private Network (VPN) appliances are going out of support at the end of October due to repeated hacking breaches. A replacement will be installed, and SonicWall will honor the original warranty. There will be an unbudgeted cost to reconfigure the new appliance.
- The ice machine in the McCaslin Home Plate Concession Stand has been replaced with a new Ice-O-Matic unit. While similar in design to our previous model, the new machine produces “pearl” ice, which fills cups more efficiently and is better suited for shaved ice applications. The new unit is covered under warranty, which includes a pre-opening cleaning service scheduled in March 2026. Overall, we believe this upgrade represents a strong long-term investment. The newer model offers improved maintenance access, greater parts availability, and is expected to lower ongoing operational costs.
- Bierman Park grub damage – due to significant grub damage, staff will be working with a contractor to come up a viable solution to tackle the grub damage on the soccer field. This will take a fairly significant amount of resources to address. There will be significant staff hours and some assistance needed from a contractor to return this turf to a playable condition.



#### Strategic Goal and Initiative #4

##### Meet Needs of Changing Community Demographics

#### Strategic Goal and Initiative #5

##### Develop Parks and Facilities

- **Pleasant Hill Park** – the park project is progressing well. Remaining items include: asphalt parking lot, basketball courts, restoration of turf and the pickleball court installation. The work mentioned will take an additional 2-3 weeks with the hopes of a ribbon cutting in early November.
- **Simkus Recreation Center** – the gym floor has been fully removed. A contract was approved at the October 14 Board meeting to replace the gym floor with a new wooden flooring system. Before this work can begin, staff will paint in the gym. The contractor will begin work on Monday, October 27 and will be done 4-6 weeks after that. The recreation team will be able to program the gym by January 1.
- **Tagg Property** – restoration work will begin on Monday, October 27 on this property. This work will take 2-3 weeks to complete and will be finished before winter arrives. This project will be completed except for the required three years of monitoring and reporting. Staff already has a contractor under contract for the monitoring portion of this project.

#### Strategic Goal and Initiative #6

##### Foster a Safe and Welcoming Environment

- The Safety Committee reviewed a worker’s compensation injury and worked with the Recreation Supervisor responsible for this employee. Together, we came up with a solution to help reduce the risk of a similar injury from happening again in the future.
- The District will be host to the IPRA Safety Symposium on October 24. This all day training brings together staff from over 35 surrounding Districts to discuss safety trends, risks, and best practices. As host, the District is provided 4 complimentary registrations to the training symposium.

- Staff met with a representative from PDRMA at the Parks Maintenance Facility. This visit was to walk the site and document any safety concerns throughout the building. A few minor items were identified and staff is working towards rectifying all concerns.

## Strategic Goal and Initiative #7

### Highest Quality Recreation Programs & Services

- Website Update - Staff continue behind the scene work on content across the new site. Navigation linking is complete, and work is underway to fine-tune page layouts, photos, and feature blocks. The web designer is actively testing plugins for events, accordions, forms, blogs, schedules, and calendars. Weekly meetings continue. A discussion is in progress to archive the current website for reference prior to launch. While a go-live date has not yet been set, some backend work remains, and Marketing will also develop a launch campaign and coordinate with Recreation staff on scheduling.
- Fall Registration now open, and the Winter 2026 Program Guide is underway. Marketing has created 78 campaigns this season.
- The September Member Challenge asked members to Bike 600 minutes at Fountain View Fitness during the month. Participation increased from 26 in 2024 to 40 in 2025. The winner received a \$50 Amazon gift card.



- September Fitness Fun class 'One Hit Wonder Workout Challenge' was scheduled for September 20. Bike and Build class, in conjunction with the September challenge, saw an increase in the cycling class attendance.



- The Before & After Care program is currently serving 151 individuals compared to 203 this time last year.

- Fall gymnastics classes began and coaches learned cues and spotting techniques:



- Teenie Weenie Pumpkins & Munchkins was held on October 4 with 76 participants. The event included a hay ride, games, crafts, and pumpkin decorating.



- 38 adult trip patrons spent the afternoon in Milwaukee for the Edelweiss Historic Boat tour on the Milwaukee River.



- Guests enjoyed a trip on the Celebration Belle where they enjoyed a cruise down the Mississippi river while enjoying lunch, live music, and views of the fall foliage.
- Adult trip guests visit to Starved Rock where they enjoyed lunch at the lodge, a historic trolley tour, and a boat cruise along the river where they even spotted bald eagles.
- The Mount Rushmore & Black Hills overnight trip departed on October 5 with 50 participants and returned on October 11.
- 27 adult trip participants enjoyed a visit to the Paramount Theater to see Come From Away and lunch at the Meyer Ballroom.
- Participants visited and fed free roaming animals, including zebra, ostrich, and giraffes, at the Safari Lake Geneva rescue sanctuary.



- Adults painted A Pile of Pumpkins on September 19 at Cody's Den.



- Preschoolers practiced their fire drill on October 3 at Simkus Recreation Center.



- On October 13, Coyote Crossing Mini Golf hosted a "Not So Scary Golf" themed event providing a festive activity for children while school was out. The course was decorated with kid-friendly Halloween themed décor, creating a fun and welcoming atmosphere for families. The event drew a total of 47 admissions and generated \$414 in gross revenue. Each child in attendance received a complimentary Halloween party favor.
- Youth Soccer league held its annual all-star soccer games on Sunday, October 5 at Red Hawk Park for all age levels for both boys and girls.



- Adult Softball Sunday Champs:



- The last FVRC Garba rental of the 2025 season was held on October 4. This year, there were a total of five Garbas varying in size from 500 – 1000 attendees per event. Each Garba used the gym courts for dancing while the rental rooms were used for food and drinks. Several groups are already reaching out to secure dates for 2026.



## Strategic Goal and Initiative #8

### Highest Quality Staff & Team

- Fitness Supervisor began CPRP Exam Prep 6-Week Course on September 25.
- Fitness Supervisor attended Sponsorship Committee Education: The Money Map: Navigating Sponsorships & Budgets on Friday October 3.
- Superintendent of Recreation attended the Active Adult Network meeting on October 9.
- HR Specialist participated in a SHRM webinar titled, *"Crash Course for Leaders Ready to be AI Champions."*
- Facilities has hired a new fulltime custodian who began working on Friday, October 10. She will work Friday through Tuesday to ensure a full-time staff member is at Fountain View on weekends during our busiest times of the week.