

**DES PLAINES PARK DISTRICT
EXECUTIVE DIRECTOR REPORT
MAY 2025 REPORT**

Don Miletic, Executive Director

- **Mystic Waters** – Staff did a great job in fixing two leaks at Mystic Waters. We are preparing for opening a week after Memorial Day. Landscaping has started early with some contractual help, new concession area will be ready for operations. We will do our best to keep Mystic Waters open thru Labor Day, which is the first time. Proud of the team to look at this option, understanding it is a big operation. Therefore, the plan is to have Arndt and Mystic open through Labor Day.
- **Frisbie Senior Center** – A refinance of the mortgage for the center was achieved and we are in a good place. There are no prepayment penalties allowing future options down the road.
- **Prairie Lakes** – The permits have been approved, it only took 8 weeks, this is very good progress in the permitting department. Therefore, we will look to go out to bid soon and start construction in September.
- **Tee Up System** – I have been working with the Business and Revenue team on options for the new vendor for the current work that has been completed to date and staff are researching other options for new vendors.
- **Craig Manor** – Not much happening here. This project is in the City's hands and we hope for completion by August.
- **Strategic Plan** – The Strategic Plan had input from the Park Board, Community Needs, staffing, customer feedback given to the front lines. We are happy to update this plan; the community report for the last five years has shown a massive improvement to the Park District. These enhancements are largely due to record-breaking grants and private ventures that have never been achieved by any other park district.
- **Staffing** – We continue to utilize some contractual staffing and have found this effective for many areas of the Park District. We do have some openings and staff are reviewing their options. Staff also presented shifting some responsibilities around to make the workload for some staff better. In addition, some internal promotions and shifts have accord. Working with HR on this has been wonderful. In addition, looking to hire some full time vacancies but we continue to seek additional options.
- **Lake Park** – The splash pad was open before Memorial Day thanks to staff being able to fix a leak. We have had a great presence out there with all the new and improved facilities and options now at Lake Park. We anticipate a challenging summer as Lake Park has become a main area for recreation at the Park District. Will need to add some additional part time staff.
- **Site Visits** – This past month have been visiting different sites to review progress on issues, projects, and general requests from the public.
- **Policies** – Reviewed Administrative policies from staff and made suggested changes. Staff will be working on updating their areas as we go through Distinguished Agency next year.
- **Misc.** – Attended staff meetings, individual department meetings, Executive Director Meetings, capital meetings, tee up meetings, and general improvement initiatives from staff.

DES PLAINES PARK DISTRICT ADMINISTRATION REPORT MAY 2025

April Lohr, Superintendent of Administration

- Assisted with April board meeting minutes and helped prepare for the May board meeting.
- May 7, 2025, was the official website launch. Screen cleaner giveaways were given out at each desk location, and a drawing was held to win a gift basket. We have more than 230 people registered to win.
- Summer Registration began May 12.
- Summer brochures were delivered May 9, and the Playbook is set to deliver to homes by May 16.
- The Distinguished Agency team completed the PowerDMS onboarding. We have our first scheduled meet and greet with our IAPD Mentor on June 3rd.
- The Strategic Plan final edits were completed and updated. If approved at the May board meeting, we will post it online on May 21. Copies should be printed and available to the public by the end of May.
- Talked with John Aldworth, Associate Principal for Student Experiences from Maine West High School, regarding their cultural awareness week and assembly to better understand the types of activities and groups they bring in for the week as we explore more cultural events for the Park District. Additionally, I am also corresponding with Libby Juskiewicz, the Director of the multilingual programs for D62, on the same subject.
- We accepted internal staff suggestions on naming the Greenhouse and the Dog Park so that we can ramp up the marketing of both venues. We hope to have the names nailed down by the end of the month.
- DCEO Grants Disconnect/ Shoreline (\$631K) & Shoreline (\$2M):**
 - The remaining grant fund balance is \$72,304.53. We should be able to remit a request for the remaining balance reimbursement at the end of Q2. The remaining project balance is \$206,831.62.
 - SemperFi walk-through on shoreline maintenance of vegetation restoration. Grant completion with the State may not happen until June 30, 2025, due to the delay of final invoices for the project.
- Meetings:**
 - DPFOTP monthly board meeting was held on May 7, 2025.
 - Weekly Administrative staff meetings.
 - Bi-monthly Marketing Department meetings.
 - Monthly Safety Committee.
 - Weekly Executive Director/Marketing meetings.
 - Met with the digital sign company WatchFire to get pricing to replace the Prairie Lakes sign
 - Attending the Prairie Lakes construction planning on the permit approval from the City and next steps.
- Scholarship application update.**
 - So far, we have had 69 applicants. Seven applications have been denied due to exceeding the federal financial qualification guidelines. We continue to accept applications. So far, 58 families and 129 children have been provided scholarship dollars to participate in recreation and camp programs.

DPPD Total Given Out	\$ 23,452.00
DPPD Total Redeemed	\$ 12,873.00
DPPD Total Unredeemed	\$ 10,579.00
DPFOTP Total Given Out	\$ 27,485.00
DPFOTP Total Redeemed	\$ 17,383.25
DPFOTP Total Unredeemed	\$ 10,101.75

Des Plaines Friends of the Parks

- Friends met to organize and inventory for Glow Golf so to order earlier, given expected longer lead times.
- The date was set for Glow in the Dark Golf, September 27, 2025.
- The Friends are providing Summer Pool Passes to a family in need at the request of Peter Martin, MSW, Chippewa Middle School Social Worker.

Bonnie Cichanski, Marketing and Communications Manager

- 2025 Summer Spectrum and Summer 2025 Playbook design is complete, and Spectrums were delivered to facilities May 9th. Both are being promoted via social media, signage, and email marketing.
- April 14th e-blast sent to a contact list of 13,766 emails, with an open rate of 39%, national average is 20%. This E-blast featured Earth Day, Crafternoons, Pickle Palooza, Pirate & Princess at PLAC, Summer Camp, Kiwanis Cup and Yoga Classes.
- May 5th monthly newsletter e-blast sent to a contact list of 13,745 emails, with an open rate of 42%. This E-blast featured the Summer Brochure online, Pickle Palooza, Crafternoons, Summer Fitness Pass, Concert Band, Kiwanis Cup, Spring Dance Showcase, and Community Report.
- May 7th e-blast announced the District's newly designed website. A pop up to a form on our website was created for a drawing to win a prize bundle. Signs promoting the website were placed at 4 customer service counters, along with fun promos for the community to enjoy, lens wipes and a fun cell phone pop-up cleaner. A raffle basket will be created.
- Community report was finalized, printed, and distributed to facilities. This showpiece has been well received!
- Design support from Julie Reilly for Spring Showcase and recital.
- Raffle baskets include Pickle Palooza, Prairie Lakes Member Appreciation, and Earth Day.
- Finalizing Strategic Plan 8-page Report.
- New signage design for Mystic Waters is complete: colorful character designs for each area, concession signs and entry signs at Mystic Waters. We are very excited for all of the changes at Mystic!
- Continued marketing support for Golf: Golf Center, Mountain View Opening, trifold, and scorecard redesign, Lake Park trifold redesign, Lakeview Center ad.
- Attended weekly Administration meetings with the Executive Director, biweekly Marketing meetings, LinkedIn Learning webinars, Shoreline planning meeting, AI training,
- Leader for Wellness Team –ongoing projects of monthly emails and book club continuing. Ordered craft supplies for the meeting.
- Ongoing updates for website page and rotators, electronic sign, district sign boards, business cards, name tags, board covers, and doorplates.

Colette Plantz, Marketing Supervisor

Graphic Design: Aquatic signage for all three outdoor pools, Lake View Center Poster, Summer Kickoff graphic, Kiwanis signage.

Social Media: Posted regularly on Park District events and programs. Monitor community social accounts, especially to see if negative chatter is being posted. Joined a new DP Community Group.

Instagram Analytics:

- Current Followers up to 3,840 to 3,411 Up .3 %
- 77 new follows/20 unfollows.
- This month's reach: 4.3K – 9.6%
- Page Views: 24.8K +1% [62.6% followers/ 37% by non-followers]
- Content Interactions: 535
- Profile Visits: 533 +6%
- Most Popular Instagram Post by views: USA Swimmer at PLAC 3,400 views

Facebook Analytics:

- Current Followers: 8.5k from 8,429

- New Follows: 82 unfollows: 11
- Page Reach: 28,600 +13%
- Page Views: 84K +20%
- Content Interactions: 756 +34%
- Link Clicks: 446 -87%
- Page Visits: 2.2K -35%
- Most popular Facebook post: Biggest reach □ 5.2K Kids Around the World/ Most likes □ 150 Kids Around the World

Paid Reach Overall: 18,155 • Link Clicks: 608 Amount Spent: \$140. Top response: Batting Cages

- **Meetings:** Marketing team meeting.
- **Sponsors/Advertising:** Prepping Millennium Bank Spectrum Advertising paperwork.
- **Website Updates:** Added events for Summer 2025. Added photos to program and event pages
- **Pull Photos:** Summer playbook, Summer Spectrum,
- **TV Screens in PLCC Lobby:** Updated Rise Vision
- **Photography (program attendance, process photos, upload to smug mug and hard drives):** Artistic Swim, Swim School, Creative Corners classroom, CC Nature Lab, Earth Day, Fairy Fest, Floating Egg Hunt, Hot Shots T-ball, Lake Park Photos, March Madness Fitness, Swimmer Visit, Yoga Open House
- **Videos:** Softball Leagues at Rand, Creative Corners Registration, App only coupons, Pickleball tourn, Fairy Fest, Egg Hunt, Crafternoons X2, Yoga Open House, Artistic Swim Presentation, Family Day,

**DES PLAINES PARK DISTRICT
REVENUE FACILITIES REPORT
MAY 2025 REPORT**

Brian Panek, Director of Revenue Facilities and Recreation

- Staff is gearing up for summer. Summer hiring is almost completed across Recreation and Revenue Facilities.
- In process of hiring for Fitness Supervisor. We should have this position filled this month.
- New 30' by 30' tent ordered for events.
- Hired a part-time custodian at the Golf Center to handle overall cleanliness of the facility.
- Met with Eagle Eye Golf and Range Automation on possible upgrades to the Golf Center Driving Range.
- Staff are working on updating and creating new program and event evaluations throughout the district.
- Submitted and gave out annual reviews to staff.
- Fall Spectrum has been inputted by all staff.
- Attended our Earth Day event at Arndt Park on April 26th. Lizzie did an amazing job with the event. Updates are being made to make it bigger next year to build on its success.
- Had multiple walkthroughs of Mystic Waters with staff to ensure a successful opening to the season.
- Adjusted recreation staff's responsibilities that balance workflow and benefits the district as a whole.
- Evaluating current positions and responsibilities to create a more efficient Recreation Department.
- Hours were extended 3 days early at the Golf Center this spring to accommodate the warm weather we had at the end of April.
- Attended multiple meetings including; Shoreline Grand Opening, Chamber Board meeting, recreation staff meeting, Tee UP upgrades, Friends of the Park meeting, Kiwanis Cup & Family Day meeting, Chamber Scholarship Committee meeting, and AI policy meeting.
- Attended Networking After hours for the Chamber at American House Senior Living Communities, Chamber Golf Committee meeting, Power DMS meeting,
- Attended Chamber of Commerce Gala.
- Upcoming Events
 - 5/22 - Staff Summer Kick Off and Staff Training at Lake Park
 - 5/23-24 – AIM Spring into Dance at Prairie Lakes Theater
 - 5/24 – Opening Day for Arndt and Chippewa Pool
 - 5/26 – Memorial Day Ceremony at Lake Park
 - 5/31 – Opening Day for Mystic Waters
 - 5/31 – Kiwanis Cup at Lake Park
 - 5/31 – Family Day at Lake Park
 - 6/1 - Des Plaines Community Concert Band at Prairie Lakes Theater
 - 6/7-8 – Des Plaines Dance Academy Recitals at Prairie Lakes Theater
 - 6/11 – Shoreline Grand Opening at Lake Park
 - 6/12 - 1st Live at the Lake of the summer at Lake Park
 - 6/13 - Frisbee Center Golf Outing at Lake Park
 - 6/15 – Dad & Me Annual Golf Tournament

Joseph Weber, Superintendent of Revenue Facilities

- Prairie Lakes Fitness Expansion project plan reviews were uploaded for a second time to the city for a second review. There were minor comments that were addressed. We expect approval or comments again by 5/22. DPPD staff are reviewing Permit Set 02, Bid Agreement for contractors, and owner items.

- Nilco schedule of additional duties the week of 5/5 & 5/12/25 :
 - Fungicide and Fertilization of the Greens at Golf Center & Lake Park golf courses.
 - Fertilization of additional areas of Lake Park Course.
 - Aerator & Sand infill work at Lake Park Course.
- Communicating with Leibold Irrigation Systems while on site at Golf Center to fine-tune the sprinkler electrical connections, solenoids, and sprinkler heads.
- Golf Center
 - Greens were Dryject on 4/29.
 - Ball change to White completed on 4/30.
 - Disc Golf set up assistance 5/3.
 - Wind Dividers are scheduled for 5/7.
 - Purchased Divot Mix boxes, bottles, and scoops.
 - Reviewing Nilco's work onsite at the Golf Center.
 - Max continues to hire and train staff and prepare for heavy activity.
 - I continue to monitor staff and recommend operational changes as needed.
- Lake Park
 - Two rentals were completed by Dylan and his staff
 - Golf Course Patio Landscaping materials were identified
 - Alec's maintenance team has installed plantings, assisted JB Medal with dock and gate repairs along with general maintenance and trash
- Mountain View Adventure Center
 - Visited and inventoried skate and bike park obstacles 5/5
- ERC Events Summer Kickoff Block Party planning and vendor requests continue. Charcoal Delights will manage the food for the event. Giveaways and awards were purchased. Activities and materials for the event are being gathered and prepared.
- Distinguished Agency reviews of and uploading supporting documents for General Management continue in Power DMS.
- Worked on site at Arndt Park for seasonal scheduling of bathroom lock access and with Aurelio for hardware.
- Reviewed Spectrum Fall 2025 staff program and facility content submittals for the Revenue Department.
- Reviewed Summer Staff Training presentation
- Attended Kiwanis Cup planning meeting 4/8
- Attended Kiwanis meeting 4/17 & 5/1.
- Attended Golf Center Network training walkthrough 4/29.
- Attended Shoreline Grand Opening Meeting 4/30.
- Attended ERC Committee Meeting 5/1.
- Attended Tee Up Meeting 5/2
- Held Revenue Facilities staff meeting on 5/6.
- Attended the weekly Admin meetings.

Dylan Kuffell, Revenue Facilities Manager

- Successfully held the first Shoreline rental for a birthday party with 60 people in attendance.
- Created a golfer liability statement for Lake Park Golf Course and installed signage on the course.
- Created new summer, fall, and winter yoga sessions for our five yoga instructors at the Lakeview Center.
- Hosted the Spring Yoga Open House on April 12th which was a huge success. Over 65 people came through the doors and participated in the shortened yoga sessions we offered. Giuseppe's assisted with providing appetizers and pizza for people to enjoy in the Shoreline Room as well.

- Yoga registration continues to increase with 79 participants enrolled for our April through May sessions, with drop-in participation expected to add to that total.
- Installed boat pier ramp with Frank after JB Metal welded new support brackets in place.
- Submitted special event liquor license applications to the City for all Live at the Lake concert dates.
- Attended Kiwanis Cup/Family Day meetings.
- Attended Shoreline Grand Opening meeting.
- Met with Joe and Alec to plan set up and needs for the summer staff kick-off at the Lakeview Center.
- Met with the Garden Club to plan Blue Star Install and ceremony.
- Met with Alec and the Yacht club to plan their storage shed install in the mooring lot.
- Cleared out and reorganized the Lakeside Room at the Lakeview Center, to prepare for Camp Opeka using this space.
- Alec worked with JB metal to have our damaged boat ramp and band shell gate uninstalled and welded back together.
- Alec Aerated, over-seeded and fertilized Lake Park and the Golf Center main entrance areas.
- Trees were planted by Alec and Steve near the new Lake Park patio.
- Boulders were added to the Lakeview Center parking lot to surround the valet parking area.
- Alec, Esteban, and Jim installed a replacement expansion tank for the golf course irrigation system at Lake Park.
- Alec Installed metal sign posts and signage around Lake Park for no fishing areas, park rules, and no motorized vehicle signage on all walking path entrance areas.

Max Henley, Golf and Facility Supervisor: Golf Center

- Updated report for number of range balls hit per month.
 - April 2025: 1,691,363 balls hit
 - 50.82 degrees average
 - April 2024: 1,844,591 balls hit
 - 52.80 degree average
- Updated All You Can Hit member spreadsheet: 84 Members
- Updated reports for Golf Center POS items
 - April 2025 Golf Rounds: 1810
 - April 2024 Golf Rounds: 2094
- Working with Joe and NILCO on Golf Course maintenance
 - Reporting green speeds and course conditions
 - Green speeds: 6.86 avg.
- Scheduled groups for Spring and Summer dates
 - MNASR, Northridge Prep, OLPH, Maine West and Maine South
- Hosted 2 Range Outings
- Hosting Disc Golf Outing on May 3
- Dad & Me Registration Open for June 15th Event
- Hired Golf Center Part-Time Manager
- Hired and cross-trained staff for various positions at the Golf Center
- Hosting Maine East Vocational Group on Thursdays
- Attended IPRA Supervisor Symposium on April 11
 - Leadership Session
 - AI Session
 - De-escalation Session

Jennifer Boys, Assistant Superintendent of Recreation

- Caught up with Brian and staff after returning from leave.
- Edited Fall Spectrum documents and moved to the Business Department in Basecamp for entry.
- Completed annual staff reviews and met with staff to discuss.
- Met with Gosia and Brianna to discuss pre-season aquatic tasks. Placed orders, updated cash handling manual and requested petty cash for all pools
- Attended Earth Day event and worked with April handing out bingo cards and accepting raffle entries.
- Attended AI Policy presentation via Zoom.
- Approving part-time staff hiring info prepared by Candice and Nancy.
- Held a Fall Fest planning meeting with Brian and representatives from the History Center and Chamber.
- Assist Candice and Jenny with Creative Corners graduation celebrations.

Tyler Fuchs, Assistant Superintendent of Recreation

- Soccer, baseball, softball seasons have started around Des Plaines.
- Des Plaines baseball and softball held picture days at Prairie Lakes.
- David Guzzarde has started as Facility Maintenance at Prairie Lakes. Spent a lot of time working with him and familiarizing him with the building.
- Jr Warriors feeder basketball has played in 3 one day shootouts so far this spring.
- Held adult softball captains meetings. Leagues will play, Monday, Tuesday, Thursday, Friday and Saturday (High School League with DPYC).
- Posted and started interviews for fitness supervisor position.
- Luke Finished hiring for sports x-plosion camp, over 90 kids enrolled so far weeks 1-3.
- Spring fitness started, we will look to push continued participation through spring and summer when it tends to slow down.
- Attended Earth Day on 4/26.
- Provided our 4 winners of the March Madness fitness challenge there gift baskets.
- Safety committee meeting, recreation staff meeting, safety lunch, ERC events committee meeting and Kiwanis cup meeting

Membership Report

April 2024				
PLAC	PLCC	Prairie Pass	ALC	Total
Aquatic Only	Fitness, Gym, Track	All Access	Health Club	
1,290	1,592	584	57	3,523

April 2025				
PLAC	PLCC	Prairie Pass	ALC	Total
Aquatic Only	Fitness, Gym, Track	All Access	Health Club	
1,176	1,762	638	58	3,634

Elizabeth Karras, Recreation Supervisor

- Organized and hosted Fairy Fest event (4/5) for approximately 30 participants.
- Planned and coordinated Earth Day event (4/26) for approximately 200 participants.
- Collaborated with Nancy to plan an Aerial Silks birthday party for 6 participants.
- Met with Brian, Joe, Nancy, Dylan, Alec, Tyler, and Luke to discuss plans for upcoming Kiwanis Cup and Family Day events (5/31).
- Secured vehicles from several different organizations for Touch-a-Truck at Family Day (5/31).
- Purchased supplies for Kiwanis Cup (5/31).
- Planned craft schedule for Art in the Park at this summer's Live at the Lake concerts.
- Planned crafts for upcoming Crafternoons program (5/9).
- Attended IPRA Supervisor Symposium.
- Completed staff evaluations for part time and seasonal staff.
- Added new special event for Fall 2025 – Family Harvest Hoedown!
- Completed youth programs: Kids Can Cook.
- Upcoming youth programs: Kids Can Cook, Crafternoons.
- Completed special events: Fairy Fest, Earth Day.
- Upcoming special events: Kiwanis Cup.

Candice Morden, Recreation Supervisor

- Meetings Attended: Monthly Recreation Meeting, Preschool Lead Staff Meeting, AI Technology Meeting, ERC Events Meeting
- Newly certified and recertified preschool and camp staff in CPR and First Aid.
- Worked with aquatics team to have Fabulous 4's & 5's class use the Splash Pad for a day.
- Interviewed candidates for camp counselor and camp director's positions for upcoming summer camp season.
- Attended Supervisor Symposium through IPRA and was able to gain valuable information.
- Answered parent questions regarding summer camp and preschool programs.
- Onboard returning seasonal staff for summer camp 2025 and worked with HR to update staff information in Paycom.
- Communicated with MNASR for students and upcoming campers who need additional support and inclusion services in preschool and summer camp.
- Finalize details for Preschool Graduation and graduation practices held in May.
- Worked alongside Jenny to attend Job Fairs at Maine East.
- Planned curriculum for Spanish Immersion Preschool and continuously subbing in program alongside Jenny.
- Attended Earth Day Event to help promote Creative Corners Preschool Program for the 2025-2026 school year.
- Collaborated with District 207 Transition program to have volunteers assist with Creative Corners Preschool program.
- Plan daily events for Teacher Appreciation Week which will be held May 5th-May 9th.
- Coordinated with Marketing Department to have Collette come out and take photos of preschool students and provide marketing materials for preschool graduation.

Nancy Suwalski, Cultural Arts Manager

- Collaborating with the Fundraising Committee on future fundraising events, including Kona Ice on Picture Day.
- Assisted Lizzie with organizing Earth Day, which was held on Saturday, April 26.
- Updated information in Basecamp for website content, Spring Showcase, and the annual DPDA recital.
- Collaborating with camp staff to finalize themes and purchase supplies for each session.
- Created and managed content for Dance Academy and Dance Idol's Facebook and Instagram pages.
- Attended Artistry in Motion's full company competition and convention, Hollywood Dance Connection in Wheeling, which resulted in multiple scholarships and specialty awards. Also attended Monster Dance Competition and Convention, which resulted in a first place for soloist, Jordyn Dietz. Attended our final full company competition, Precision Arts Challenge, where our dancers placed well with multiple Pac Attacks and overalls and closing out the competition with a top studio award.
- Working on details for Dance Idol 2026.
- Updated the Dance and Arts Camp Parent Packet.
- Currently working on materials for the fall brochure.
- Partnering with Julie on various marketing requests for DPDA and Artistry in Motion.
- Made updates to several pieces of equipment in the ALC Health Club.
- Purchasing props for the annual DPDA recital, "Game Night 2025."

Brianna Wabel, Aquatic Supervisor

- Job fair for Maine East
- Hosted Floating Egg hunt- 165 guest attended
- Helped with Lifeguard class
- Worked on Water Safety Week – Badges donated by friends of the park

Swim School	Membership Report
Punch Pass	145
EFT	483
Total	626

Luke Weismann, Athletics & Facilities Supervisor

- Theater Rentals: Big Noise Theatre: "Disaster" from April 14-May 11
- Spring Soccer: Picture Day on 5/7. Heading into week 4 of 9 for games
- Meetings Attended: Recreation Staff, Kiwanis Cup, & AI Understanding
- Men's Basketball League: Completed 3 weeks of 8 week season
- Working on Fall Spectrum Pages
- Sports Xplosion: Completed hiring new counselors and in contact with re-hires for paperwork. Getting staff CPR certified. Staff meeting in a few weeks.
- Youth Tennis: New Instructor (Angelina) is doing great so far!
- Working on NWPDBC season dates with Mount Prospect, Wheeling, and River Trails
- Tumbling, MMA, EVP Volleyball, Karate, and Fencing – all sessions are going well for Spring so far!

Malgorzata (Gosia) Zalewska, Aquatics Manager

- Held two lifeguard classes for returning and new seasonal staff- certified 37 lifeguards
- Worked with Parks Department, Brianna Wabel, and outside vendors to ensure the facilities are prepared for opening on both maintenance side and operations side
- Prairie Lakes Aquatic Center had a Starguard Audit- received 4/5 stars (exceeds)
- Bookings for outdoor pool parties and group reservations- Mystic Groups: 88, Mystic Parties: 8, Arndt Park Pool: 1, and Chippewa Pool: 14
- Held interviews for new summer staff and for returners looking to fill a new role
- MNASR, Willows Academy, and Scuba rented the facility
- Helped Brianna Wabel with Floating Egg Hunt- 165 participants attended
- April parties booked at PLAC- Splash Pad Parties: 11, Full Facility: 7
- Upcoming May events and rentals: Two Starguard Classes, Scuba, MNASR, Pirates and Princesses, Arndt Opening, Chippewa Opening, and Mystic Waters Opening

**DES PLAINES PARK DISTRICT
PARKS AND PLANNING REPORT
May 20, 2025**

Aurelio Marquez, Director of Parks and Planning

- Led spring kickoff training lunch for all parks staff.
- Mystic Waters pressure tests are ongoing until the pool and water systems are fully brought online.
- Located and repaired two underground drainage leaks at Mystic Waters.
- Coordinated departments in irrigation startup and repairs at both golf courses.
- Coordinated cross-departmental repairs at Lake Park to replace the irrigation system's water well pressure tank for the golf course.
- Facilitated cross-departmental training on underground plumbing systems at the Lake Park splash pad.
- Coordinated boiler maintenance training for the Lakeview maintenance team to ensure proper operation and upkeep.
- Reworked electrical at Mystic Waters concessions to support the installation of new cabinets and countertops.
- Arndt Pool was de-winterized, prepped, and is now fully operational for the season.
- In the process of finishing de-winterizing Chippewa pool for the season.
- Ensuring all maintenance on district vehicles and equipment is completed promptly to keep operations running smoothly for everyone.
- Submitted the Blackhawk Park fence project to the *Journal* for RFP publication.
- Coordinated efforts to ensure all park pavilions are in proper working order.
- Completed the shoreline project and conducted a punch walk to address items delayed by cold weather.
- Continuing with Dimucci-Lowenberg playground renovations.
- Top soil and blanket grass were partially installed at Craig-Manor Park by the City of Des Plaines.
- We are repairing various playground items throughout the district. In particular, I coordinated with the IT department to fix the 'Drive-Away' kid-powered fixture at Westfield Park, which was originally estimated to cost hundreds of dollars. Instead, the repair was completed for just \$14.99. The fixture has been re-installed and is once again being enjoyed by residents.
- All stand-alone concessions have been power washed and cleaned.
- Installed grab bars in ALC restrooms to improve accessibility.
- Acquired shelving brackets to complete the installation of the third-floor drink rail at the golf center.
- Field lines were painted weekly at multiple sites, the soccer fields are game-ready.
- Replacing soccer goal nets district-wide, starting at Prairie Lakes.
- Prepared garden plots—plowed, tilled, staked, and filled water tanks to ensure readiness for the season.
- Baseball/softball fields installed solid upgrades—new clay, fresh infield mix, and new base pegs set at Rand.
- Began reworking planting beds at Chippewa Park; vibrant new plantings are scheduled for June.
- Oversaw subcontractor work on weed management throughout all parks.
- Conducted quality control inspections for parks operations and ongoing projects.

Dennis Wodka, Special Projects Supervisor

- Continued with Dimucci-Lowenberg renovations.
 - Assisted Landscape with hardscape material deliveries.
 - Assisted Landscape with removal and disposal of all old landscape blocks.
 - Excavated safety surface at swing set portion and disposed of.
 - Prepared swing set portion and leveled to grade with CA7.
 - Began preparing playground area and leveling grade with CA7 stone.
- Assisted Landscape with mowing at Rand Park.
- Completed windscreen installations throughout District.
- Completed backstop installations throughout District baseball fields.
- Pressure washed concession buildings at Seminole, West, Rand and Chippewa Parks.
- Re-assembled playground features and reopened Craig Manor Park.
- Checked on progress and top soil restoration at Craig Manor.
- Replaced zip line seat and carrier at Centennial Park.
- Performed weekly playground inspections.
- Attended seasonal safety training at PLCC with staff.
- Assisted with design and purchase of new cabinets for Mystic Waters concession stand renovations.
- Participated with annual fire pump testing at PLCC.
- Pressure washed pavilions at Arndt, Blackhawk and West Parks in preparation of seasonal rentals.
- Vandalism – See Vandalism Report

Esteban Cardenas, Mechanical Maintenance Supervisor

- PLAC daily operations.
- Whirlpool at PLCC drained, cleaned and filled every Monday.
- Heat and A/C checked at all buildings on Mondays, Wednesdays and Fridays.
- Repaired broken water pipes and replaced toilet in Greenhouse.
- Installed conduit for mini split units at Mystic Waters Concession.
- Turned water on for drinking fountains District wide.
- De-winterized all concession buildings.
- Installed exhaust fan in LVC lower level men's restroom.
- Installed batteries and inspected all Thorguards.
- Started up irrigation system at Golf Center.
- Rodded and cleaned drain at Golf Center hole 5 fairway.
- Replaced irrigation head and wiring at Golf Center hole 6.
- Started up irrigation system at Lake Park Golf Course.
- Repaired irrigation heads at Lake Park Golf Course holes #7 and #8.
- Replaced water well pressure tank at Lake Park Golf Course irrigation pump room.
- Mystic Waters pipe pressure testing continued.
- De-winterized Arndt Pool and prepared for season.
- Removed salt spreader and installed water tank on truck #12.
- Service performed on vehicle #4.
- Service performed on vehicle #10.
- Service performed on vehicle #20.
- Service performed on vehicle #24.
- Service performed on Vehicle #28.

Patrick Barton, Landscape Supervisor

- Daily trash route – clean up trash and debris throughout all parks and schools
- Daily mowing route – mow turf, weed whip, blow off sidewalks and parking lots.
- Paint Soccer field lines at PLCC, Algonquin School, Terrace Elementary, Arndt Park, and Chippewa Park - weekly.
- Clean return grate at Mountain View Mine weekly.
- Blow off greens at Mountain View Mine Daily.
- Plow, till, measure and stake garden plots to open for season.
- Fill water tanks at garden plots.
- Renovate baseball and softball fields with clay bricks and powder for batters boxes and pitchers mounds. Add new infield mix to all fields.
- Install new base pegs at Rand Park softball fields.
- DiMucci-Lowenberg wall installation for new playground. Not complete due to necessary access into playground area.
- Weeding and weed management throughout parks.
- Chippewa sign bed renovation – Process has started but is yet to be complete. In June summer annuals will be installed to add color.
- Completed employee reviews and met with employees to discuss their reviews.
- Check and approve employee hours and payroll bi-weekly.
- Check Paycom for potential hires for the landscape 1 position, PT IMRF positions, and seasonal landscape positions.
- Interview candidates for landscape 1 and seasonal landscape – hire seasonal landscape.
- Clean breakroom and bathrooms at Oakwood Maintenance facility.
- Conduct/participate in continuous staff training.
- Lead stretching exercises every morning for landscape staff.
- Fill in holes on soccer fields at PLCC. Over seed PLCC soccer fields.
- Move soccer goals from Blackhawk park to prepare for new dog park.
- Regularly pick up Mariano's trash that blows into Blackhawk Park
- Install new perennials for Patty Sayad memorial tree at Blackhawk Park.
- Coordinate lawncare/weed control with TruGreen throughout parks.
- Coordinate mowing contracts with Marty's Landscape.
- Coordinate soccer, baseball and softball schedules with recreation department.
- Coordinate chalk and turf pickup for Des Plaines Baseball and Softball.

Scott Sullivan, Assistant Landscape Supervisor

- Began removal of old/damaged wall and construction of new hardscape retaining/seating wall @ Dimmuci-Lowenburg Park, working in collaboration with Special Projects to be completed before grand opening date of June 21st.
- Ongoing daily maintenance of parks including but not limited to garbage removal, mowing, trimming, spring debris removal, planting bed rejuvenation, and monitoring.
- Re-installed aerators in PLCC ponds for spring-summer season.
- Setup and installation of fountain water feature at MVM pond.
- MVM seasonal/daily cleanup including mowing, planting bed maintenance, blowing off of putting greens, waterfall pump cleanouts, and irrigation repair.
- PLCC soccer field irrigation seasonal setup and began repairs to old/damaged sprinkler heads.

- Weekly layout and painting of soccer field lines @ Arndt, Terrace, Algonquin, Chippewa, and Prairie Lakes.
- Completed Garden Plot preparation and layout of individual plots for growing season.
- Continuing seasonal preparation of all softball/baseball fields including infield mix media application, installation of clay for pitchers mounds and batters boxes, edging fields for encroachment of turf, new bases and inserts, and weekly painting of fair/foul lines.
- Ongoing monitoring TOL trees and plaques for health including inspections and treatments of damaged/diseased trees while maintaining communication with TOL clients.
- Continuing trash/debris removal from Blackhawk Park in anticipation of new dog park construction due to copious amount of garbage being blown in from neighboring business.
- Daily communication with Director regarding workflow, deadlines, and other issues as they arise.

Ken Rochau, Building Services Supervisor

- Clean Golf Center bathrooms daily.
- West Park concession bathrooms cleaned daily.
- Weekend cleaning of Arndt Park bathrooms.
- Daily maintenance and repairs of Golf Center T-Mac.
- Clean, set up, and at times open for weekend rentals at Arndt, West, Cumberland, and PLCC
- Daily upkeep/maintenance of the betting cages at MV
- Ball wash elevator repairs. GC
- LED light replacement stations 110 and 114. GC
- Picker A frame repairs 2 more times. GC
- Troubleshooting station 321 we were able to restore it to working order by replacing the power supply PBA100F on the board. GC
- Grass Tee machine repairs + season start up. GC
- Add grab bars to the 3 staff bathrooms. ALC
- Cleaning around Nilco garage and warehouse. GC
- Replace broken stationary bike paddles. ALC
- Broker feeder tube repairs 3rd floor. GC
- Worked with Adam to mount pole for outdoor WiFi access point. Mystic
- Broken PVC repairs (at stations at least 8 since beginning of April) GC
- Drain cover repairs ALC.
- MV net repairs.
- Earth Day Set Up
- Building and started installing of 3rd floor shelves. GC
- Ball change. GC
- Take down dividers. GC
- Pick up paper delivery from Golf Center and deliver it to Oakwood.
- Paint Bathroom & Pedestrian Garage Doors at Rand Softball Fields.
- Touch up painting at Mystic concessions
- Summer Spectrum delivery
- Chair and table delivery and pick up to Frisbee Center

DES PLAINES PARK DISTRICT
VANDALISM REPORT
April 1st through 30th

EVENT	PARK	DATE	DAMAGES/CORRECTIONS	MATERIAL COSTS	LABOR COSTS
	Apache	4/21/25	White Marker on Can Lid		\$15.00
	DP Manor	4/28	Black Marker on 2-5 Slide		\$15.00
	Lake Park	4/28	Charcoal Drawing on Concrete on Path		\$60.00
	West	4/28	Spray Paint at Baseball Lamp Post		\$15.00
	Willow	4/28	Spray Paint on Sidewalk		\$30.00
			Sub-Totals	\$	\$
			Grand-Total	\$145.00	

**DES PLAINES PARK DISTRICT
BUSINESS DEPARTMENT OPERATIONS REPORT
MAY 2025**

Annette Curtis- Director of Business

- **Projects and Meetings:**

- Submitted Sales Tax.
- Ran installment billing for memberships, swim school, preschool & Dance.
- Began Fall Spectrum entry.
- Ticket sales for both the May and June performances are under way.
- Continued implementation of 5.3rd card Expense Reporting. Training for staff will be held on May 15th and May 20th.
- Distinguished Agency- began reviewing policies to be updated, and working with PowerDMS.
- Attended PDRMA Member Assembly meeting. Information of DPPD utilization of PDRMA has been provided for your review.
- Attended PDRMA Legal seminar which focused on responding to a serious incident.
- Prepared for preliminary audit fieldwork, on May 21st.
- Assisted the History Center with hiring a temporary part time staff person to assist with daily activities. The search for an Executive Director will resume.
- Discussed annual reviews with staff, including goals for FY 2026. 6 month check in meetings have be scheduled
- Began working with the Accounts Receivable Associate on Strategic Goal #6 Plan for Changes in Technology, Objective: Support data-driven reports for decision making. Staff will begin the process of determining which information would be useful for decision making, how to collect the information from the various systems (BSA, Rectrac etc) and how to present to staff.

- **Business Department Statistics:** (March)

- Payrolls:
 - Payrolls run: 2
 - Checks Issued (Direct Deposit): 438
 - Live Checks Issued: 66
- Accounts Payable:
 - Checks issued: 62
 - EFT/ACH: 104
 - Purchase Orders: 500
 - Invoices: 499
- Reservations (fields, gym, theater, pool and outside rentals):
 - New: 265
 - Confirmed: 277 (indoor pool, outdoor pool, fields, gym & rentals)
- Installment Bills Proofed & Processed: (Quantity and Total Dollar Amount)
 - Prairie Lakes & Aquatics Memberships: 1071; \$21,835.50
 - ALC Fitness memberships: 17; \$232.00
 - Swim School: 439; \$18,799.00
 - Golf Center memberships: 81; \$12,800.00
 - Preschool: 57; \$9,732.50
 - Dance: 252; \$15,494.43
 - Dance Competition: 113; \$19,568.92

Nicole Dale –Superintendent of Human Resources and Risk Management

• Human Resources

- Assisted with staff personnel problems & concerns.
- Paycom – we are out of implementation! We met with our long term care specialist and are tying up a few loose ends: new spare time clock, prenote file, rehire offer letters.
- Completed monthly IMRF and BLS reporting.
- Updated 21 Administrative Policies & Procedures and distributed policies to staff to update their binders/facility binders. Scanned all policies into 1 document and creating bookmarks for easy navigating to upload to Paycom for better staff access.
- Distinguished Agency – becoming more familiar with PowerDMS and uploaded a few documents into the portal and assigning to the proper section.
- Reviewing all performance reviews, providing feedback and receiving approval from Don. Entered approved merit increases into Paycom for 5/1 effective date.
- Attended PDRMA's Legal Update & Discussion Webinar Series on 5/8/2025.
- Attended 2025 Diversity Education Institute through IPRA: Creating a Comprehensive DEI Plan, Building Your Own Agency Plan, Neurodiversity in Recreation, Difficult DEI Conversations, Gender Identity and Recreation Policies.

• Recruitment

- Recruiting for Landscape I and Maintenance II – Pools – Ellie is reaching out to Triton and Oakton to see how we can get the message out to their students. Posted the position on Bandana. Reposted on Handshake.
- Completed 1st and 2nd round interviews for the Fitness Supervisor Position.
- Ellie worked with staff to updated Staffing Levels spreadsheets for Directors and Superintendents to see how many staff have submitted their paperwork.

• Risk Management

- Held risk management committee meeting.
- PDRMA Risk Management Review – reviewed the 2025 Risk Management Review Preparation guide and sent managers areas/questions that are relevant to them. Will reach out to our Risk management consultant to schedule an on-site meeting this summer. Aiming for early July. Followed up on open property and employee claims.

Peter Demski–IT Manager

• IT Projects/Other

- Consolidated IT TeeUp documentation and restored server applications.
- Planning transition for migration of existing AT&T phone lines.
- Researching training resources for desktop applications for end-users.
- Researching end-user file migration strategies.
- Went to Naperville Park District to demo their on-site PA Intercom.
- Surveyed sites for future planned hardware upgrades to security systems.
- Presented training on policy for AI in the workplace.
- Worked on consolidation of Google locations into Business Profile.
- Presented walkthrough training on Golf Center networking and hardware.
- Demo of digital LED Monument signs at Prairie Lakes.
- Safety inspection walkthrough of West Athletic Fields with Tyler Fuchs.
- Rollout of updated and new desktop management applications.
- Attended 4/17 and 5/1 RecChat reviewing Pool Prep for Summer and Site Rentals.

- **Back-up Systems/Other**

- ALC & GC Daily backups – Completing through Veeam/New HP Immutable Backup for network systems, data files, and e-mail. Avg. nightly backups complete (**ALC about 2hrs/GC about 30min – Completed Nightly Backups**).
- Off-site Backups through Wasabi Cloud Storage (SNI).
- Full Sentinel One Anti-Virus Network Scans scheduled weekly – Sundays nights.
- Weekly/Monthly server maintenance & security patches & storage evaluation.

- **IT Services Provided**

- Setting up Arndt Pool hardware equipment in preparation for open.
- Cleaned up and cable managed the networking rack at Arndt Pool.
- Planning for Chippewa and Mystic Waters setup.
- Diagnosing Guest Wi-Fi changes and issues.
- Assisted with setting up events and staff training sessions.
- Provided development assistance for website.
- Setup new workstations, printers and phones.
- Supported users by troubleshooting and fixing computers and phones.
- Computer and security updates and patches.
- Created user accounts for New Hires and assisted with onboarding.
- Migrated and disabled user accounts and access for inactive or terminated employees.
- Provided TeeUp Hitting Station reports.
- Verified sites were functional over the weekends.
- Continuous monitoring metrics of networking equipment and logging events.



strategic plan

YEARS

2025-2030

UPDATED MAY 2025



DES PLAINES PARK DISTRICT, DES PLAINES IL

creating a positive impact...



In 2025, the Des Plaines Park District launched a comprehensive strategic planning initiative to guide its growth through 2030. This plan was developed with input from staff at all levels and focuses on leadership, innovation, recreation opportunities, fiscal responsibility, communication, cultural belonging, and sustainability.

BOARD OF COMMISSIONERS

Eli Williams, President
James F. Grady, Vice President
Erin Doerr, Treasurer
Jana B. Haas, Commissioner

STAFF

Donald J. Miletic, Executive Director
Annette Curtis, Director of Business
Brian Panek, Director of Revenue Facilities & Recreation
Aurelio Marquez, Director of Parks & Planning
Nicole Dale, Superintendent of HR & Risk
April Lohr, Superintendent of Administration
Joseph Weber, Superintendent of Revenue Facilities
Jenn Boys, Asst. Superintendent of Recreation
Tyler Fuchs, Asst. Superintendent of Recreation
Bonnie Cichanski, Marketing & Communications Manager
Peter Demski, IT Manager
Dylan Kuffell, Revenue Facilities Manager
Gosia Zalewska, Aquatics Manager
Nancy Suwalski, Cultural Arts Manager

MISSION

Enhancing our community by providing quality recreational opportunities, facilities, parks and open space.

VISION

Enriching lives everyday.



INITIATIVES

Key priorities include improving communication, safety, green initiatives, and diversity in programs and staff.

CORE VALUES

LEADERSHIP

We acknowledge the importance of every employee's role in both the organization and the experience of our patrons. Staff is empowered to focus on exceptional customer service, which directly contributes to the District's success.

INNOVATION

We will keep pace with technological advancements by implementing staff training, updating software, upgrading hardware, and enhancing the website.

RECREATION OPPORTUNITIES

We are committed to optimizing current resources while creating strategies to acquire and protect open spaces and natural areas. Through collaboration and partnerships, the District will improve park and recreation services for both present and future residents.

FISCAL RESPONSIBILITY

We aim to lessen our dependence on taxes by regularly evaluating and adjusting its revenue policies to ensure that program and facility fees are competitive with neighboring communities and reflect the true cost of delivering these services. Residents enjoy reduced rates!

COMMUNICATION

We will expand our outreach efforts, foster new partnerships, and inform the community about available services to boost engagement in recreational programs and facility usage.

*growing and
changing with
new ideas and
trends...*

CULTURAL BELONGING

We are committed to promoting culture, fostering equity, and creating a sense of belonging, as these values are key to improving organizational performance and making a positive impact on the community.

SUSTAINABILITY

We will create a new environmental plan to guide the implementation of effective policies, practices, and educational initiatives that promote sustainability across the District.



STRATEGIC GOALS

1 Effective Organizational Leadership

Every Des Plaines Park District representative understands the significance of their role in the organization and to our patrons. By treating our employees as a priority, they will, in turn, prioritize customer service and contribute to the district's overall success.

2 Maximize & Expand Recreational Opportunities

The District aims to maximize the use of existing resources and develop plans to acquire and preserve open spaces and high-quality natural areas. The District will enhance park and recreation services for current and future residents through partnerships and community cooperation.

3 Increase Park District Visibility & Outreach to the Community

The District will continue its outreach programs, develop partnerships, and educate the community about available services to increase participation in recreational programs and facility usage.

4 Minimize Reliance on Taxes

The District seeks to reduce its reliance on taxes by reviewing and updating its revenue policies to ensure program and facility fees are aligned with surrounding communities and the costs of providing these services.

5 Culture of Belonging

Promoting culture, fostering equity, and building a sense of belonging are essential for enhancing organizational performance and making a positive community impact.

6 Plan for Changes in Technology

The District will stay current with technological improvements, including staff training, software updates, hardware upgrades, and website enhancements.

7 Strong Risk Management within the Park District

A proactive approach to risk management will ensure the development of safety training and initiatives to safeguard staff and patrons.

8 Environmental & Sustainable Practices

The District will reestablish an environmental plan to lead the development and use of sound environmental policies, practices, and educational opportunities, promoting sustainability.

Strategic Goal #1: Effective Organizational Leadership

Objectives:

- Employee enrichment and training programs
- Maximize the use of existing staff to meet services
- Create opportunities for staff growth through cross-training
- Encourage accreditation and community leadership

Strategic Goal #2: Maximize & Expand Recreational Opportunities

Objectives:

- Improve fitness, facilities, and programs
- Address lighting needs for programming
- Partner with local government and non-profits
- Address key barriers to programs and facilities

Strategic Goal #3: Increase Park District Visibility & Outreach to the Community

Objectives:

- Develop and nurture partnerships with community groups and agencies
- Market recreational opportunities throughout Des Plaines
- Educate the public about the District's strategic plan, vision, and mission
- Provide real-time updates for all District events



OBJECTIVES

Strategic Goal #4: Minimize Reliance on Taxes

Objectives:

- Generate revenue opportunities for non-supported tax revenue facilities
- Actively seek sponsorships from the Des Plaines business community
- Seek additional funding sources for capital improvements to reduce the need for tax dollars

Strategic Goal #5: Culture of Belonging

Objectives:

- Educate and build awareness through internal training and workshops
- Improve workforce culture through evaluating hiring and retention practices
- Evaluate that all District sites, facilities, and programs are welcoming, inclusive, and accessible
- Partner with external organizations to support social equity

Strategic Goal #6: Plan for Changes in Technology

Objectives:

- Evaluate technology needs across the District
- Implement new advances in technology across the District
- Foster IT talent development and culture
- Support data-driven reports for decision-making
- Expand the ability to operate in the event of an outage

Strategic Goal #7: Strong Risk Management within the Park District

Objectives:

- Provide safety education through regular safety training and certifications
- Strengthen emergency preparedness
- Enhance safety and security measures at our facilities and parks
- Promote risk awareness

Strategic Goal #8: Environmental & Sustainable Practices throughout the Park District

Objectives:

- Implement mixed-use recycling
- Incorporate renewable sources of energy
- Promote public education of environmental issues
- Implement eco-friendly policies and practices across the District

*connecting people,
neighborhoods and
communities...*





STRENGTHS

- **Exceptional Team & Operations:** Strong teamwork, clear communication, and outstanding customer service create a welcoming and efficient environment.
- **Top-Tier Facilities & Community Trust:** Well-maintained parks, clean event spaces, and highly rated events and rentals make us a valued community asset.
- **Strong Financial Stewardship:** Thoughtful budgeting, successful grant acquisition, and strategic capital investments ensure long-term stability.
- **Innovative & Well-Equipped Resources:** Responsive IT support, modern tools, well-stocked trucks, and a knowledgeable, dedicated staff.
- **Diverse & Unique Offerings:** From golf and mini-golf to multiple pools, cultural arts, fitness programs, and inclusive recreational opportunities, we provide something for everyone.

OPPORTUNITIES

- **Enhanced Training & Growth:** Investing in staff development, leadership training, and technical skills to foster a knowledgeable and motivated team.
- **Expanding Partnerships & Community Engagement:** Strengthening collaborations with local businesses, schools, and community organizations to create new opportunities and enrich programming.
- **Leveraging Technology for Efficiency & Accessibility:** Implementing digital tools for scheduling, registrations, mobile payments, and streamlined communication to enhance the user experience.
- **Growing & Diversifying Programs:** Increasing free events, youth and teen activities, senior trips, and multicultural offerings to ensure the community feels included and engaged.
- **Facility & Golf Enhancements:** Improving signage, expanding parking, adding state-of-the-art equipment, and enhancing recreational spaces to provide top-quality experiences.

looking to the future...





IMPROVEMENTS

- **Enhancing Communication & Collaboration:** Streamlining information flow, increasing interdepartmental coordination, and adopting modern communication tools.
- **Upgrading Resources & Facilities:** Updating vehicles, equipment, and facility infrastructure to maintain high standards and deliver exceptional services.
- **Refining Registration & Customer Experience:** Making first-time registration easier, expanding event offerings, and adopting user-friendly digital communication tools.
- **Maximizing Budget & Staff Support:** Balancing financial resources, ensuring adequate staffing, and optimizing work processes for long-term sustainability.

CHALLENGES

- **Staying Competitive in a Growing Market:** Continuing to evolve and innovate to provide high-quality, affordable programs amidst increasing options from private and public organizations.
- **Adapting to Changing Community Needs:** Expanding language-accessible and culturally diverse programming while keeping services affordable and inclusive.
- **Prioritizing Safety & Well-Being:** Enhancing security measures, improving emergency response systems, and maintaining a safe, welcoming environment.
- **Fostering Employee Satisfaction & Retention:** Strengthening staff appreciation efforts, competitive compensation, and career growth opportunities to build a dedicated and engaged workforce.

The 2025-2030 Strategic Plan outlines a clear vision for improving operations, programming, and financial stability while maintaining a commitment to excellence. The plan will be reviewed and updated annually to stay relevant to changing technology, safety, environmental stewardship, and community engagement trends.

The plan is based on three key questions:

- 1. Who are we, and what do we do?** This defines the district's mission, services, and efforts to improve the community experience.
- 2. What do we aspire to become?** This describes the district's goals for the future, including technological advancements, diversity, and enhanced community programs.
- 3. How will we achieve this?** This focuses on specific actions to improve communication, safety, sustainability, and cultural programming.

The 2022 Community Needs Assessment provided direct community input, further guiding the planning process. Key priorities include: improving communication, safety, green initiatives, nature programs, and diversity in programs and staff. A dedicated team of staff members developed the plan, including our Vision and Mission statements and specific goals for each area of focus. The plan will continue to guide the District in its mission to serve the community and promote cultural, environmental, and social well-being through 2030.

*providing quality parks,
facilities, and programs...*



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