OUR MISSION

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

DES PLAINES PARK DISTRICT

David L. Markworth Board Room • 2222 Birch Street, Des Plaines, IL

TUESDAY, OCTOBER 20, 2026 6:00 pm

AGENDA

1. CALL TO ORDER and ROLL CALL
2. CHANGES TO THE AGENDA
3. PRESENTATIONS
4. COMMENTS FROM THE COMMUNITY
5. APPROVAL OF THE CONSENT AGENDA
   - A. **Regular Board Meeting Minutes – September 22, 2026**
   - B. **Executive Session Meeting Minutes – September 22, 2026**
   - C. **Special Meeting Minutes – None**
   - D. **Voucher Bills:**

September 11, 2026	$	335,007.80
September 25, 2026	$	397,439.21

   - E. **Payroll:**

September 04, 2026	$	333,277.15
September 18, 2026	$	299,298.82
6. M-NASR REPORT
7. MONTHLY REPORTS
   - A. **Executive Director**
   - B. **Director of Facilities & Recreation**
   - C. **Director Parks & Planning**
   - D. **Director of Business**
     - D.1 **Financials**
   - E. **Director of Administration & HR**
8. UNFINISHED BUSINESS
   - A. **Algonquin Bridge - Discussion Only**
9. NEW BUSINESS
10. CORRESPONDENCE
11. COMMISSIONER COMMENTS
12. EXECUTIVE SESSION

    Pursuant to the Open Meetings Act: 5 ILCS 120/2(c)(6) for the purposes of discussing the setting of a price for sale or lease of property owned by the Park District and pursuant to 5 ILCS 120/2(c)(1) for the purposes of discussing personnel matters.
13. RETURN TO OPEN SESSION
14. ADJOURNMENT

Agenda Item 1

Call to Order & Roll Call

- *President Doerr*
- *Vice President Haas*
- *Treasurer Williams*
- *Commissioner Grady*
- *Commissioner Osinski*

Agenda Item 2

Changes to the Agenda

Agenda Item 3

Presentations

- *None*

Agenda Item 4

Comments from the Community

- *3 minutes per speaker. Speaker should state full name and address.*

Agenda Item 5

Approval of the Consent Agenda

- *Regular Board Meeting Minutes (09/22)*
- *Executive Session Meeting Minutes (9/22)*
- *Voucher Bills ($732,447.01)*
- *Payroll ($632,575.97)*

At this time, I ask the Park Board of Commissioners to make the following motion:

"I move that the Des Plaines Park District Board of Commissioners approve the Consent Agenda for October 20, 2026, as listed."

Agenda Item 5 – A,B,C,D,E

Action requested

DATE: October 20, 2026

TO: Board of Commissioners

FROM: Don Miletic, Executive Director

SUBJECT: **Approval of the Consent Agenda**

Dear Park Board of Commissioners,

The following items are listed for the consent agenda:

CONSENT AGENDA

A. REGULAR BOARD MEETING MINUTES – September 22, 2026
B. EXECUTIVE SESSION MEETING MINUTES – September 22,2026
C. SPECIAL MEETING MINUTES –None

D. VOUCHER BILLS:

a. September 11, 2026 $ 335,007.80
b. September 25, 2026 $ 397,439.21

E. PAYROLL:

a. September 04, 2026 $ 333,277.15
b. September 18,2026 $ 299,298.82

At this time, I ask the Park Board of Commissioners to make the following motion:

"I move that the Des Plaines Park District Board of Commissioners approve the Consent Agenda for October 20, 2026, as listed."

DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
SEPTEMBER 22, 2026

1. CALL TO ORDER/ROLL CALL

President Erin Doerr called to order the regular meeting of the Park Board for September 22nd, 2026 at 6:00 PM. Commissioners answering present to the roll call in person were Commissioner Grady, Vice President Jana Haas, Commissioner Alan Osinski and President Erin Doerr.

Staff present were Executive Director, Donald Miletic; Director of Revenue Facilities and Recreation, Brian Panek; Director of Parks & Planning, Aurelio Marquez; Director of Business, Nahid Khumawala; Director of Administration & HR, Nicole Dale and Superintendent of Administration, Liz Vinakos.

Guests Present: Sydnee Marks from Lauterbach & Amen and guests as listed on sign in sheet.

2. CHANGES TO THE AGENDA – Vice President Haas made a motion to change Agenda Item 9-A, with Lauterbach & Amen, to after Agenda Item 5, Approval of the Consent Agenda.

Second by: Commissioner Grady

All in Favor, Opposed
Ayes: 4 Nays: 0 Absent: 1
Motion Carried: 4-0-1

3. PRESENTATIONS – None

4. COMMENTS FROM THE COMMUNITY

James Carl: Discussed the letter read at previous the Board meeting by Commissioner Grady and questioned why it was read by Commissioner Grady, mentioning he was absent from that meeting. Questioned why notes from community are shorter and more vague from the community compared to responses from Commissioners.

Commissioner Grady voluntarily provided response that the letter was prepared in response to clearing up information that has been misconstrued and inaccurate, he wanted to show concerns are taking seriously.

5. APPROVAL OF THE CONSENT AGENDA

A. REGULAR MEETING MINUTES – August 18, 2026
B. EXECUTIVE SESSION MINUTES – August 18, 2026
C. SPECIAL MEETING MINUTES – None

D. VOUCHER BILLS:
August 14, 2026 $ 679,708.29
August 28, 2026 $ 498,691.38

E. PAYROLL:
August 07, 2026 $ 534,252.60
August 21, 2026 $ 453,652.16

Motion by Commissioner Osinski to approve the Consent Agenda for September 22, 2026, as listed.
Seconded by: Commissioner Grady

Discussion: None

Roll call: Commissioner Haas, Aye; Doerr, Aye; Grady, Aye; Williams, NP; Osinski, Aye
Ayes: 4, Nays: 0, Absent: 1
Motion Carried: 4-0-1

6. NEW BUSINESS

A. Action Item 9 – A: Approval of the Annual Comprehensive Financial Report for fiscal year ending April 30th, 2026

Sydnee Marks from Lauterbach & Amen summarized the ACFR for the Board of Commissioners including discussion of the GFOA award in financial excellence, that an independent financial report was conducted, and that the Park District received an unmodified opinion. An unmodified opinion means that there are sound internal controls, the reports were free of concerns, and it is the highest level to award. She went on to discuss the debt service and short-term payoff of GO bonds showing strong financial strength, IMRF is well funded at 100.14 %, management letter comments, and provided the Board with information regarding upcoming GASB standards.

Commissioner questions included what the client threshold for a large capital asset is considered.
Director Khumawala described the increase in net position, decrease in debt, and the overall healthy financial position of the District. Executive Director Miletic described the IMRF pension fund and how full-time employees are required to participate in IMRF as regulated through the State, not through the Park Board as the public might think. He also reiterated the comments by the auditor that we are funded at 100.14% and yes our debt is very low which will allow the new Executive Director to do projects for the community.

Motion by Vice President Haas for the Des Plaines Park District Board of Commissioners to approve the Annual Comprehensive Financial Report for fiscal year ending April 30th, 2026, as presented.

Second by: Commissioner Grady

Roll call: Commissioner Haas, Aye; Doerr, Aye; Grady, Aye; Williams, NP; Osinski, Aye
Ayes: 4, Nays: 0, Absent: 1
Motion Carried: 4-0-1

7. M-NASR REPORT - None

8. MONTHLY REPORTS

A. Executive Director:

Executive Director Miletic discussed plans for a possible future project pertaining to the building of gymnasiums at Prairie Lakes Community Center. He discussed two models; one included an open area between gyms and community center due to a drainage pipe. Mentioned challenges District has with available space for programming. Discussed beginning talks amongst staff regarding comprehensive master plan and additional programming space. Stated he directed Staff to think at a high level for future projects as the next Executive Director will value that information as he or she takes over. The second concept discussed included a south building connected by a small vestibule, allowing access to the underground pipe. Executive Director Miletic stated the pipe helps mitigate flooding and the Park District has detention ponds for this as well. We work with the City for flood mitigation while other groups like the school districts do not. In addition, he stated schools need to use their gyms for their own programs and rightfully so need to maintain high level of security for the students. These are major factors, along with not being able to program on the weekends for the Park District to build gyms for future growth. Executive Director Miletic applauded staff on the amazing effort for Fall Fest. Summarizing summer operations, Arndt pool was open an extra week and Mystic Waters was open through Labor Day for its second year. We generated 30k over weekend at Mystic Waters. Looking at restoring slides to extend useful life at Mystic. Executive Director Miletic discussed that initial research showed a replacement cost of approximately $1,000,000 proposed by vendors for the slides. However, since the slides are structurally sound, the alternative

restoration project may only cost $100,000 and extend the useful life by 20 years. A new liner in deep well pool. Looking at mechanical replacements as well. Stated pipes are biggest issue for repairs every year before we open, but the City helps with the use of their vactor Truck. Finally stated that he is meeting with Rivers Casino for a possible grant opportunity for scoreboards and we are working on the Oakwood conceptual design that will be coming.

Commissioner Comments: None

B. Facilities and Recreation:
Director Panek discussed the pools, as hours were extended. A survey was conducted for pool openings, Des Plaines Park District had the only pool open 7 days a week through Sept 13th. Stated he was appreciative of staff for making it happen. Stated for the Board that direct costs for pool staff include over $600 a day for Arndt and Mystic is approximately $2,000. There are some more indirect cost. Stated swim lessons expanded by 190 more slots. Mentioned that District Fall programming began. Summarized soccer and dance increases, all numbers are looking good and 37 dance classes are being held 6 days a week. Finally preschool numbers are up. Sent out surveys for camp, looking at updates to benefit residents for next year.

Commissioner Comments:
Commissioners inquired about the new event Tie-Dyed pool party asked if there is interference with pool schedules. It was mentioned most events are after pool hours. Closed with discussion on IGA with Glenview Golf Center allowing resident rate reciprocity.

C. Director of Parks and Planning:
Director Marquez stated that the special projects team has been installing new memorial benches and concrete pads. Staff has been working on sound baffling options for the studio at Prairie Lakes Community Center. Discussed looking at installation of benches for swim lessons at the aquatic center. Further discussed the demolition and improvements of new hardscape at the Golf Center. Netting has been replaced in the batting cages at Mountain View. Finally, regarding Fall Fest, stated team has been getting pretty good at it, and the Recreation team helped break down the set together with his team.

Commissioner Comments:
Commissioner inquired about the vendors and the weather, as well negotiations about the use of the Abbott parking lot for event parking. Executive Director Miletic commented we only need to pay for two officers to patrol Abbott lot now, that is a savings.

D. Business: **Director of Business:**
Director Khumawala opened by thanking former Director Curtis for giving transition days during her onboarding and thanked Executive Director Miletic for giving her this opportunity. Director Khumawala stated that the closing of August financials has been going well. Gave kudos to her team for their work and wanted to acknowledge how fantastic each member is. Mentioned TeeUp and that they are working on the redesign of log in and registration pages and these enhancements will be released. Discussed ability to do partial refunds, and full refunds through TeeUp and these releases are coming in November. Discussed team cross training and that Old National Bank will have an enhanced online platform; Des Plaines has been selected for their pilot program. Stated this will be able to streamline processes and account reconciliation solutions. Stated that the audit went well. BS&A cloud implementation is upcoming with November 2026 and will work on the training program for users. Further stated that preliminary data has been extracted and everything should migrate easily on cloud. Finally stated Fall Fest went well, kudos to staff and team members, mentioned the diversity of the Staff and Board and that we should take pride in our District.

Commissioner Comments:

None

D.1 Financial Reports

Motion made by Commissioner Osinski to approve the financial report for September 22, 2026, and place a copy on file subject to audit.

Second by: Commissioner Haas

Commissioner Comments: None

Roll call: Commissioner Haas, Aye; Doerr, Aye; Grady, Aye; Williams, NP; Osinski, Aye
Ayes: 4, Nays: 0, Absent: 1
Motion Carried: 4-0-1

E. Director of Administration & HR:
Director Dale stated that the team will be working on the expansion of PayCom modules. This includes a new learning management system, performance management, asset management, and surveys. They are starting with configuration of the learning management system. There will be better reporting and the ability to track electronically through PayCom. Stated that she hosted the IMRF all staff semiannual meeting and training. Don, Liz, Adam and Nicki presented content to staff. Also mentioned the Steps Challenge that runs across multiple districts and provides donations to local food pantries. Finally mentioned the team is working on PDRMA goals including confined entry inventory in October. Stated Fall Fest was great despite rain.

Commissioner Comments: None

9. UNFINISHED BUSINESS
A. Algonquin Road Bridge – No comments

10. CORRESPONDENCE

A. Self Help Closet and Pantry Thank You
B. Pool Staff thank you from community members

11. COMMISSIONER COMMENTS

President Doerr:
President Doerr stated that Fall Fest is a tradition in Des Plaines, rain or shine. Recognized the hard work and wet feet of staff and that this was Don's (Executive Director) last Fall Fest before retirement. Stated that this was a good year for camaraderie. Thanked everyone for the hard work.

Vice President Haas:
Vice President Haas stated that Woodlawn Park looks really good. Stated that there should be a check mark next to Owen from the aquatics department, he is always responsive and smiling. Stated that Fall Fest takes a lot of time and effort and people come from all over the suburbs to see what we do in Des Plaines. Thanked everyone for all the hours last weekend.

Commissioner Osinski:
Commissioner Osinski gave a shout out to swim staff for opening up more slots for swim school. Stated that the social media post for Fall Fest was great and there also was a good strategic follow up to the posts. Gave a shout out to the marketing team. Also gave a shout out to the team for the OSLAD grant, stated he is thankful for the effort put into the submission

Commissioner Grady:
Commissioner Grady stated that Friday was good at Fall Fest and there was a slowdown Saturday. Continued that patrons have been saying the TeeUp system is great. Stated that staff did a great job being there in the mud and rain and those who showed up had great time for Fall Fest.

12. **EXECUTIVE SESSION:**
Motion by Vice President Haas at 7:09 to enter Executive Session pursuant to 5 ILCS 120/2(c)(6) for the purposes of discussing the setting of a price for sale or lease of property owned by the Park District and pursuant to 5 ILCS 120/2(c)(1) for the purposes of discussing personnel matters.

Second by Commissioner Grady

Roll call: Commissioner Haas, Aye; Doerr, Aye; Grady, Aye; Williams, NP; Osinski, Aye
Ayes: 4, Nays: 0, Absent: 1
Motion Carried: 4-0-1

13. **RETURN TO OPEN SESSION**:
Motion by Commissioner Grady to close Executive Session and return to regular session at 8:02 pm.
Second by Commissioner Osinski

All in Favor, Opposed
Ayes: 4 Nays: 0 Absent: 1
Motion carried: 4-0-1

14. **ADJOURNMENT**

Motion by: Vice President Haas at 8:02 pm to adjourn

Second by: Commissioner Grady

All in Favor, Opposed
Ayes: 4 Nays: 0 Absent: 1
Motion carried: 4-0-1

MINUTES APPROVED
October 20th, 2026

_____ President

_____ Secretary

Agenda Item 5 – D, E

DATE: October 20, 2026

TO: Board of Commissioners

FROM: Nahid Khumawala, Director of Business

SUBJECT: **Voucher & Payroll Expenditures**

Dear Park Board of Commissioners,

Since the last Des Plaines Park District Board Meeting the following disbursements have been issued:

A. VOUCHER BILLS:

a. September 11, 2026 $ 335,007.80
b. September 25, 2026 $ 397,439.21

B. PAYROLL:

a. September 04, 2026 $ 333,277.15
b. September 18, 2026 $ 299,298.82

Agenda Item 6

M-NASR Report

- *September 28th, 2026*

TO: M-NASR Board of Directors
FROM: Trisha Breitlow, Executive Director
DATE: September 28, 2026
RE: Bi-Monthly Update

Programming

- The fall program season began September 8.
- Kiwanis Aktion Club has been busy from the start of the season! On Saturday, September 19 they attended the Park Ridge Kiwanis Pancake Breakfast and on Thursday, September 24, they volunteered at Bernie's Book Bank.
- Five golfers competed at the regional Special Olympics Tournament and 4 of them received gold and qualified for state competition.
- Also in Special Olympics competition, our volleyball team qualified for state at a tournament held August 27.
- M-NASR participated in Lincolnwood's Touch a Truck event on September 13.

Recruitment & Outreach

- Staff have attended recruitment events at Niles West, Maine South, Maine East and Maine West High Schools on August 28, September 1, 2 and 29.
- Approximately 15 candidates attended walk in interviews held on August 31 and September 21.

Administrative & Fundraising

- On September 12, I, along with several staff attended IPRA's TR Summit. Staff Lisa Barrera spoke on an inclusion panel, and Kelly Brunning spoke on a Special Olympics coaching panel and they both did a great job!
- I participated in the IPRF Golf Outing on Friday, September 19.
- I presented at a grant hearing for Maine Township on Tuesday, September 22. Typically, we request funds to assist with scholarships. This year, we increased our request from $5,000 to $9,000 to help subsidize the $100,000 + loss for day camp.
- At the September Liponi Foundation meeting, the trustees agreed with making the Bingo fundraiser a Liponi event (currently it is M-NASR). They will give an additional $5,000 to M-NASR, likely to sponsor Recognition Night.
- Sandy Garcia, Inclusion Coordinator, obtained her CTRS (Certified Therapeutic Recreation Specialist).
- We are working with Shore Adult Day Services to create a Sensory Room at their space in Skokie to be used by both organizations. We held a parent input meeting on Friday, September 25.

Inclusion

- The inclusion team had meetings on two separate dates to meet with representatives from each of your staff to debrief summer.
- The team will be conducting second interviews with candidates for the open Inclusion Coordinator position.

Dates and Deadlines

- The next board meeting has been rescheduled from November 3 to November 10
- The Beach Party Bingo Fundraiser is on its way to selling out quickly! The event is Saturday, November 7 at Oakton Community Center at 5:45pm. Tickets can be found at https://mnasrbingo26.givesmart.com

Agenda Item 7

Monthly Reports

- *Executive Director*
- *Director of Facilities & Recreation*
- *Director of Parks & Planning*
- *Director of Business*
    - *Financials*
- *Director of Administration & HR*

DES PLAINES PARK DISTRICT
EXECUTIVE DIRECTOR REPORT
OCTOBER 20, 2026

Don Miletic, Executive Director

- **Lakeview Center –** We are reviewing the roof where the cathedral ceiling meets the flat area due to a leak. That section has a rubber membrane that will need to be repaired. This is an emergency to get this down before the winter months before frost can cause more issues. In addition, work will begin on the expansion of the city approved balcony at Lakeview Center. Met with contractors that are being hired and paid for by Foxtail on the Lake.
- **PLCC –** We had a meeting to discuss the amount of water retention that is needed if we are to add indoor programming space. The engineers do feel that there is plenty of storage on site for water and final approval will be needed before we move forward from conceptual design.
- **IAPD Executive Director Search –** The brochure that IAPD produces for advertising the search is being worked on and should have a draft format by end of the year for the Park Board to approve. IAPD is very reputable in hiring Executive Directors across the state and was part of the process when John Hecker was hired.
- **Fall Fest –** We are still trying to gather all costs related to Fall Fest. As you know some direct costs such as for police presence, bands to perform, tents, lighting are all part of festivals. Hope to have final numbers by next Park Board meeting.
- **Mystic –** So the slides are being worked on, if deemed necessary we will transfer funds from Recreation Fund to cover cost for this improvement. The misinformation and incorrect postings out there are not understanding government finances. The facility is in good shape for its age and will continue to operate for many years with some repairs annually. It's 30 years old, even a house needs repairs. But the credit is the result of the hard work by the Maintenance Department each and every year.
- **Special Events –** This past weekend we had a great event at Blackhawk Park, residents love the fact that we have a free dog park. A few other events are in the works during the holiday season that will keep staff busy.
- **ALC –** Birch Street has been under construction for two to three months. The HVAC project will be going out to bid in the near future. This will finish AC at this building. Dance numbers are doing amazing and preschool kids are having a blast. M-NASR also runs days off programs out of this facility and having the sensory room has helped greatly.
- **Golf Center –** The Tee Up System is running very well and like any technology it requires attention to ensure operations are working properly. I continue to check on the status out there, big shout out to Joe and Adam for day-to-day items. Along with Peter, Aurelio, and Brian in ensuring we are keeping the facility's customer service top notch.
- **Tax Levy** – Met to discuss the Tax Levy, current CPI is 2.7% and as inflation keeps growing, we will evaluate the amount to levy in the coming year. Last year we Levied 1% while many local governments levied 2.9%. This is due to the multiple revenue streams we have to operate the Park District. The Tax Levy makes up about 40% of the total budget unlike many park districts that are 50%.
- **Misc. –** Attended staff meetings, individual department meetings, Executive Director Meetings, GENCenter, History Center meetings, and general improvement initiatives from staff.

AGENDA ITEM: 7 – B

DES PLAINES PARK DISTRICT
REVENUE FACILITIES AND RECREATION REPORT
OCTOBER 20, 2026

Brian Panek, Director of Revenue Facilities and Recreation

Revenue Facilities

- Tim Sears started in his new role as Golf Center Supervisor.
- Netting repairs at the Golf Center will be taking place this month.
- Working with Aurelio on repainting Golf Center exterior.
- Golf Center app update rolled out October 7th.

Aquatic Facilities

- Attended the Tye-Dye Pool Party at Prairie Lakes Aquatic Center.
- Met with aquatic staff and Brian (swim team coach) on season progression.
- Swim lessons increased once again 153 participants for September 20026 compared to September 2025.
- Met with swim team and staff to discuss the upcoming swim season.
- Working with parks department on a 3 day closure at the end of October.

Recreation

- Hailey Becker has moved her office over to the ALC as she is directly leading our Nature Center and programs.
- We are excited to announce we have new theater classes starting in January. Classes will include Broadway, Drama, and Comedy classes for kids ages 5-14.
- Met with staff on summer camp plans for 2027, including pricing, offerings, payment plan updates and more.
- Winter Spectrum was proofed by all staff. Resident registration begins November 9th.
- Met with One Plan-an online tool to make special events more efficient moving forward.
- Programs at District 62 and 207 have been going well so far with our Building Supervisors onsite. We will be increasing use of these spaces with the winter approaching and basketball season beginning.

Other Updates

- Finalized all Fall Fest expenditures for this year.
- Attended NRPA conference.
- Glow Golf event held by the Friends of the Park was held on 9/30. It was a very successful event and participants had a great time.
- Secured all food donations from our preferred vendors for the Glow Golf event.
- Attended multiple meetings including Admin meetings, Aquatics staff meeting, Tee UP upgrades, Recreation/Facilities admin meeting, Swim team meeting, Team Building meeting, Chamber Board meeting, and Friends of the Park meeting.

Upcoming Events

- 10/24 Trunk or Treat at Prairie Lakes Noon-3pm
- 10/30 Family Spooky Swim at Prairie Lakes Aquatic Center 6:30-9pm
- 11/9 Winter Resident Registration Begins
- 11/16 Winter Non-Resident Registration Begins
- 11/21 Optimist Tree Lot opens for the season at Lake Park
- 12/5 Winter Wonderland at Prairie Lakes 4-7:30pm
- 12/19 Water Wonderland at Prairie Lakes Aquatic Center 1-3:30pm
- 12/31 Family New Year's Eve Party at Prairie Lakes 2-4pm
- 1/9 Chili Open at the Golf Center 9am, noon, or 3pm

Brianna Wabel, Aquatic Manager

- Kept Arndt Park Pool Open until September 13th.
- Attended IWSP meeting (Water Safety Committee).
- Warriors Started at Maine West.
- Hosted a Front Desk Meeting.

- Tie Dye Event- Sold Out!
- Planned for Floating Pumpkin Event.
- Planned for Family Spooky Swim Event.
- Planned and Communicated for Wellness Pool Closure.
- August rentals at Prairie Lakes Aquatic Center: Scuba, MNASR, Mongolian Talent Academy, and Alligator Aquatics.

Membership Snapshot- Year-over- Year Comparison

Membership Type	September 2025	September 2026	Change
PLAC (Aquatic Only)	1,223	1,101	-122
Prairie Pass (All Access)	700	679	-21
Total Aquatic Members	1,923	1,780	-143

Annie Milschewski, Aquatics Supervisor

- Implemented new swimming lesson curriculum.
- Updated our Digital Report Cards to reflect the new changes to the curriculum.
- Attended Wellness Team Meeting, planned for Parks and Rec Trek Step Challenge.
- Updated Parks and Rec Trek Step Challenge Weekly.
- Overseeing Daily PLAC Swim Lessons.
- Reviewing applications, and Interviewing for New Swim Instructors.
- Training our New Swim Instructors.
- Ran, the sold-out Tie Dye Pool Party event, had an excellent turn out!
- Planning for our Fall events, Floating Pumpkin Patch and Spooky Swim!!
- Planning for our Winter Events: Water Wonderland and Parents Night Out.
- Attended IMRF Semi Annual Staff Meeting.
- Attended Meeting to talk about our New Parents Night Out event.
- Helped Clean and Winterize Mystic Waters.

Swim School -- Year-over- Year Comparison

Membership Type	September 2025	September 2026	Change
EFT	487	589	+102
Punch Pass	51	102	+51
Total Swim School	538	691	+153

Joseph Weber, Superintendent of Revenue Facilities

<u>Revenue Department Operations</u>

- Managed communication and operations for Security and assisted with Police at Fall Fest.
- Set up and took down fencing, tents, tables, chairs, entry gates, and assisted in site operations for fall fest.
- Assisted in a reduction for Abbott and Police presence during fall fest.
- Reviewed submissions for Spectrum and made edits for Golf Center, Lake Park and Mountain View.
- Reviewed Strategic Plan completed objectives with Superintendents.
- Managed golf lesson instruction staffing, class change communication held at Lake Park & Golf Center.
- Attended the NRPA conference in Philadelphia 9/29-10/1.
- Requested Sunrise Grill donation of food for Glow Golf.

<u>Golf Center</u>

- Managing operations, scheduling, oversite with a vacancy in golf and faculties supervisor position.
- Interviewed and Hired Tim Sears who will start 10/5.
- Club Cass Fall League will run into October due to a rain date and will finish in October.
- Maine East work program began their student work training on Thursdays.
- Met with Russo and Premier Golf on possible schedule for upgrades to tee boxes.

- Worked on customer needs related to the Golf App including Gift Certificate, refund, tee time errors, and CardPointe restrictions with Jim, Adam, and Peter.
- Booked Golf Scene episode proposals for advertisement needs.
- Coordinated School and Group outings, altered communication and management to appropriate staff.
- 1,282,927 Total Balls were hit on the new TeeUp system in September.
- Met with Russo & Premier Golf to review options for course maintenance leveling tee boxes, drainage, and sand traps.
- Review site needs from DPPD landscaping with Patrick and Aurelio.
- Met with Golf Scene Advertisement rep for the next 3 seasons.

Nilco

- Communicated needs in the Action plan presented in August. Monitored and provided feedback on their execution.
- Scheduled an onsite meeting with owner Brent and manager Bret for 10/7.

Lake Park Lakeview Center, Marina, & Clubhouse

- Preparation is underway for fall and winter facility change over to systems.
- Glow golf final planning is underway. An order from Sunrise was placed for a donation to the Friends of the Park.

Mountain View Adventure Center

- Batting Cage netting was replaced.

Prairie Lakes

- Soccer Field turf is looking nice and staff are keeping up with the season usage with weekly repairs.

Kiwanis

- Peanuts and Stickers are ready for distribution for the Annual Peanut Fundraiser.

Other

- Attended: Semi-Annual Staff Meeting 9/1, ERC Events 9/2, Superintendents meeting 9/10, Fall Fest Safety Meeting 9/18-9/20, Superintendents & Directors 9/24, Kiwanis Bi-Weekly, TeeUp meeting with AVDevs weekly, TeeUp with Golf Ops Daily, Nilco Course Maintenance onsite staff weekly, Building Services with Marcin weekly, Golf Center weekly, Lake Park weekly, Admin meeting.

	2025	2026	Change
Range Balls Hit (Automated Tees)	1,333,937	1,282,927	-51,010
Course Rounds	2,555	2,069	-486

Dylan Kuffell, Revenue Facilities Manager

Prairie Lakes & Mountain View Adventure Center

- Incorporated Des Plaines Library Mountain View BOGO promo when customers show library cards. We have partnered with the library on this for the past 3 years in September.
- Hosted Forest Elementary PTO night at Mountain View on September 23rd.
- Booked September and October reservations for Mountain View parties.
- Remaining backstop padding was installed.
- Schedule staff for front desk and batting cages.
- Addressed playground and tree ring cleanup, as well as sprinkler head hazards on the soccer fields with Mike.
- Submitted a work request for picnic pavilion shade removal towards the end of the season.

Lake Park

- Booked high school golf team practice rounds on the golf course.
- Fall Fest Preparation
- Schedule staff for the front desk, paddle boating, and added staff during large outings.

- Glow Golf equipment preparation and clubhouse/golf course cleaning.

Lakeview Center

- Schedule staff for building supervision during yoga and music classes and cleaning the building before and after programs.
- Our September Yoga session had 104 total participants attend our classes. Children's Yoga saw its highest enrollment so far with 7 participants.
- Shoreline Room calls, emails, showings, coordinating with groups on event details leading up to their dates, coordinating with staff set ups/execution/breakdown of events, keeping up with inventory are taking up most of my time. I continue to see a high volume of requests for the Shoreline Room for 2026 and 2027 dates.
- Shoreline Room rental list October-November:

Saturday, October 10	Wedding Reception
Saturday, October 17	Memorial Service
Sunday, October 18	1st B-Day/Baptism
Saturday, October 24	1st B-Day Party
Saturday, November 14	Baby Shower
Monday, November 16	DPPD Event - Sound Bath
Saturday, November 21	Family Reunion
Sunday, November 29	Bridal Shower

Alec Logan, Landscape Maintenance Supervisor

Lake Park

- Completed mulching before Fall Fest
- Removed volleyball nets on south end
- Removed annuals on south end
- Mums installed
- Splash pad crack seal replacement underway
- Re-organize and clean out bandshell storage area
- Replaced faded park signage
- Fill in divot by playground
- Straightened bollards LVC/Foxtail Lot
- Removed ivy growing side of LVC
- Cut back native planting overgrowth at north end, pier and south garage
- Sprayed weeds back of LVC
- Checked all exterior outlets throughout park
- Replaced outlet at north pavilion
- Spray paint park features. Bandshell handrails, clubhouse handrails, clubhouse bike rack.
- Bandshell flags replaced
- Dylan filled in blacktop on south end with asphalt
- Trimmed tree by bandshell
- Pressure washed all shelters
- Fall Fest preparations
- Sumpro/Sump pump maintenance
- Rodded clubhouse bathrooms
- Post Fall Fest turf amendments
- TWP cleaned off all memorial plaques

Prairie Lake Park & Mountain View Adventure Center

- Fertilized Soccer Field
- Overseeding goal mouths
- Mums Installed

- Weeding
- Tree trimming
- Installed Fountains
- Stump grinding
- Aerate and overseed new turf area

Other

- Building Inspections
- Fall Fest
- TWP
- Set up bins for Putting for Pets at Oakwood and Golf Center

April Lohr, Superintendent of Recreation and Marketing

Strategic Leadership and Organizational Alignment

- Convened the first Superintendent Leadership Meeting, establishing a forum for department leaders to share priorities, surface cross-department needs, and begin connecting current accomplishments with strategic planning and agency documentation.
- Led monthly Recreation staff alignment and engaged Recreation and Marketing leadership in forward-looking discussions on programming trends, growth opportunities, staffing and support needs, project priorities, and performance tracking.
- Continued to mentor staff across program areas, strengthen leadership capacity by recognizing successes, addressing challenges, and identifying opportunities for professional and program growth.

Department-Wide Coordination and Community Engagement

- Provided executive leadership and cross-department coordination for Fall Fest 2026, guiding planning meetings and department presentations to identify gaps and support a cohesive event.
- Led planning coordination for the Holiday Party, aligning event preparation and departmental support.
- Supported community outreach through the Gen Center Health Fair, coordinating representation from Prairie Lakes Fitness, Marketing, and Special Events.
- Helped deliver a successful 2026–2027 Dance and Preschool Open House through staff coordination and on-site support.

Service Continuity, Community Outreach and Facility Planning

- Continued strengthening the community partnership with the Optimist Club, supporting its free Pumpkin Races at Lake Park on October 3 and coordinating around preparations for the Club's Christmas tree sales at Lake Park.
- Continued collaborating with M-NASR on staffing challenges and organizational realignment, assessing potential impacts on services for Des Plaines residents. As M-NASR considers shifting inclusion aide hiring, placement, and supervision to individual districts, I requested an analysis of the anticipated budget savings to help the District evaluate its capacity to absorb these responsibilities and plan for next year's inclusion aide resources.
- Advanced early planning for the Prairie Lakes main corridor restroom remodel, reviewing material options and assessing the coordination required between contractors and in-house staff for a late-winter or early-spring project.
- Painting projects in MTV, Art, and Multipurpose rooms were completed. Working with Aurelio's team on coordinating time for hallway repainting this winter.

Upcoming Special Events

- Howl-O-Ween: October 17, 10:00 a.m. to 12:00 p.m.
- Trunk or Treat: October 24, 12:00 p.m. to 3:00 p.m.
- Pumpkin Smash: November 7, 10:00 a.m. to 2:00 p.m.

Bonnie Cichanski, Marketing and Communications Manager

Publications & Print Materials

- The 2026 Fall Spectrum is being promoted on social media, email marketing, and printed signage throughout facilities.
- Production on 2027 Winter Spectrum and Playbook have begun.
- Continued development of a redesigned District Sponsorship Brochure.

Digital Marketing & Communications

- Distributed a Fall Fest e-blast to 15,934 subscribers, achieving a 42% open rate.
- Distributed the monthly 2026 District e-blast on August 31 to 16,010 subscribers, achieving a 42% open rate.
- Featured promotions included Live at the Lake – Classical Blast, Creative Corners & Des Plaines Dance Academy Open House, Art Quest, Des Plaines Fall Fest, Glitter & Pop Dance Lab, Tie Dye Pool Party, Flag Football, Pickleball Clinics & Leagues, Golf in the Dark, Yoga Classes, Rent a Boat on Lake Opeka, We're Hiring, and Fall Registration.
- Continued monitoring social media and online coverage related to the District's dance program.
- Maintain ongoing updates to the District website, electronic signs, sign boards, business cards, name tags, and other communication materials.

Advertising & Media Relations

- Continued collaboration with The Daily Herald and other media partners through advertisements, press releases, and promotional opportunities supporting District programs and facilities.
- Created and placed Live at the Lake advertisements in The Daily Herald and continued social media.
- Coordinated press release for Creative Corners & Des Plaines Dance Academy Open House for the District.
- Created press release for Des Plaines Dance Academy Fall Registration push.

Event Marketing & Support

- Marketing support for Fall Fest, including printed signage, social media videos and electronic signage. Supported this large-scale event from setup through cleanup, volunteering across three event days in multiple operational roles. Demonstrated flexibility, teamwork, and commitment.
- Marketing support is provided for Tie Dye Pool Party, Floating Pumpkin Patch, and Oktoberfest.
- Created raffle baskets and promotional giveaways for District events.

Graphic Design & Creative Services

- Managed contract designers and photographers for multiple District projects.
- Organized photo shoot for Lakeview Center patio area and Prairie Lakes Fitness, including planning and set up.
- Managed the development of marketing collateral for Golf Operations, Mountain View Adventure Center, Golf Center, and Lakeview Center, including banners, brochures, advertisements, and event signage.

Community & Employee Engagement

- Ordered and organized District promotional giveaway inventory. Purchased basket items.
- Continued serving as leader of the District Wellness Team, supporting the ongoing employee book club.
- Directed Inter-District Parks & Rec Trek Step Challenge for the District. Teams were chosen and this Challenge began September 14th. We are off to a great start-finished week one in 2nd place District-wide. Coordinated ordering of t-shirts, and wellness items.

Professional Development & Meetings

- Attended IPRA C & M Marketing Summit at the Elk Grove Park District. Toured revamped facility.
- Participated in GENCenter Health Fair, photo opportunities and LinkedIn post.
- Participated in bi-weekly Marketing Team meetings, PR Council of Des Plaines meetings, Fall Fest meeting, sponsorship meetings, Recreation meeting, IMRF meeting and Leadership meeting.
- Oversaw 2nd Marketing rebranding meeting.
- Led Marketing Winter Playbook planning meeting.

Shelly Holmes, Marketing Supervisor Social Media & Digital Marketing

Social Media Analytics

- Instagram
    - Followers: 4,881 (up from 4,774 +2%)
    - Page Views: 160.7K (+34.9%)
    - Reach: 19.6K (-33.2%)
    - Content Interactions: 2.6K (+33.7%)
    - Profile Visits: 1.4K (-14.7%)
    - Follows: 150 (+11.1%)
    - Link Clicks: 102 (-86.1%)
- Top Performing Post:

        - Views: Fall Fest Promotion Friday (29.8K views)
        - Likes: Fall Fest Promotion Friday (573 likes)
- Facebook
    - Followers: 9,956 (up from 9,848, +1%)
    - Page Views: 177.8K (-6.4%)
    - Viewers (Reach): 61.2K (-12.7%)
    - Content Interactions: 1.2K (+17.7%)
    - Page Visits: 4.8K (-2.8%)
    - Follows: 124 (+24%)
    - Link Clicks: 741 (-64%)
    - Top Performing Organic Post:
        - Views: Fall Fest Promotion Friday (17.3K views)
        - Likes: Fall Fest Promotion Friday (207 likes)
- Paid Campaign Performance:
    - Reach (Views): 8.3K
    - Viewers: 4.7K
    - Link Clicks: 175
    - Ad Spend: $59.29

Content & Creative

- Graphic Design
    - Developed social media graphics
    - Designed summer/fall event posters and promotional materials
    - Created hallway displays
    - Updated TV Screens
- Social Media Activity
    - Maintained consistent posting for events and programs
    - Total Posts: 28
- Photography
    - Captured and archived event and marketing photography (uploaded to Marketing shared drive
    - Lake Park (Patio and Golf Marketing)
    - Golf Center Course/Golfers
    - Gen Center
    - Nahid K Headshot
    - Desiree (DPDA) Headshot
- Video Production
    - DPDA Meet the Instructors
    - Flag Football
    - Fall Fest Promotions and Recaps

Facility Communications

- PLCC Lobby TV Screens
    - Promoted fall events and programs

Meetings, Training & Collaboration

- Marketing Department Meeting
- IPRA C&M Summit
- Attended GENCenter Health Fair

Website Updates

- Updated Fall Events page and related content

Tyler Fuchs, Assistant Superintendent of Recreation (PLCC)

Recreation Operations

- Began staffing Algonquin Middle School and Maine West for programs
    - Cheer
    - Concert band
    - Swim

    - Basketball
- On-going field rentals for soccer and reschedules due to weather.
- Jr Warrior and Lady Warrior tryouts were held. Teams are formed.
    - Registered for DYTBL
    - Parents meeting complete
    - Jersey fittings were completed
- Rain has posed some challenges for soccer practices and games. Chris is working through make up games during the week to help stay on track for end of season.
- Victory MMA purchased wrestling mats to enhance the class experience.
- Spring spectrum process has begun.
- Began open pickleball at Prairie Lakes M/W/F.

Theater & Cultural Arts

- Held three theater events in August
    - KISMET Comedy Show
    - Aikyam Dance Show
    - Willows Academy rehearsal started.
- Prepped theater for upcoming shows with Big Noise and Rising stars.

Fitness & Membership Services

- Purchased some replacement seats for benches due to wear and tear.
- Smith machines and upright bikes are still on track for November/December delivery.
- Worked on promotional ideas and rolled out our September promo with Jenny and marketing team.
- Acoustic panels for performance studio are delivered, to be installed. We are hopeful this solves our survey feedback of the echoing and participants having a hard time hearing instructor.
- Better stretch has two classes running. One exceeding 15 participants with drop ins some weeks.
- Memberships remain strong, with plans to keep rolling out promotions. Membership retention and trial membership opportunities.

PLCC Maintenance & Facility Updates

- On going communication with Eco-Clean on cleaning contract.
    - Shower stalls, floor and tile cleaning have been addressed and Eco-clean is providing additional support to accomplish this need.
- Art room has been painted.
- Working with Mike and David on outlet replacements in several rooms.
- Cleared up some safety inspection report items.
- David made room and organized Mt View storage to make room for the new wrestling mats. Staff have reported they are easier to put out and store away than the previous mats used.
- Jenny's office was painted by building services.
- Cleaned up and organized athletic storage areas.

Membership Report

Memberships continue to show strong year-over-year growth, increasing from 3,634 members in Sept. 2025 to 4,008 members in Sept 2026, an overall increase of 274 members (9%).

Membership Type	September 2025	September 2026	Change
PLAC (Aquatic Only)	1,223	1,101	-122
PLCC (Fitness, Gym, Track)	1,753	2,189	+436
Prairie Pass (All Access)	700	679	-21
ALC (Health Club)	58	46	-12
Total	3,734	4,015	+281

The most significant growth occurred still occurred within PLCC fitness memberships. With new competition in town with VASA fitness opening in Mt. Prospect, we are looking at ways to curb membership cancellations. Membership numbers in the aquatic category will get better as outdoor swimmers come back indoors. Extended outdoor season slows down the need to come back inside as fast.

Candice Morden, Assistant Superintendent of Recreation (ALC)

Cultural Arts Programming & Operations

- Provided ongoing leadership, guidance, and operational support to Recreation Supervisors, Haley, Lizzie, and Natalie to ensure efficient program delivery, budgeting guidance, software instruction, staff coordination, and achievement of departmental objectives.
- Successfully hosted Open Houses for Dance and Preschool on September 1 and 2 from 5:00 to 6:30 p.m. to kick off the school year, with strong attendance and positive participation on both evenings.

Special Events & Community Partnerships

- Assisted with scheduling and organizing volunteers for Fall Fest, helping ensure adequate event coverage and smooth event operations.
- Provided operational support for Fall Fest across multiple event areas and collaborated with the Recreation team during event breakdown to ensure efficient event execution and site restoration.
- Met weekly with the Recreation Supervisor to coordinate Kid Zone operations and plan upcoming community events, including Howl-O-Ween and Trunk or Treat, ensuring alignment on logistics, staffing, and event readiness.

Operations, Administration & Staff Support

- Communicated with building supervisors to strategically coordinate staffing coverage and address an anticipated Saturday morning staffing shortage at ALC beginning in October.
- Conducted planning meetings with the Recreation Supervisor and Assistant Recreation Supervisor to develop the 2027 Summer Camp budget, review program operations, and support strategic preparation for the upcoming camp season.
- Collaborated with District 207 Transition Program to provide vocational training opportunities for participants on Mondays and Wednesdays through custodial and facility support assignments, fostering workforce readiness and community partnership development
- Met with the Special Events and Aquatics teams to begin planning and coordinating logistics for the new Parents' Night Out Event, including preliminary discussions on programming, staffing, and operational needs.

Creative Corners Preschool Operations

- Creative Corners Preschool began the 2026-2027 school year on September 8 and 9, with a successful start to the program and strong participation as students transitioned into the new school year.
- Collaborated with the Assistant Recreation Supervisor to plan and coordinate October preschool events, including the Halloween Parade, Preschool Picture Day, and visits from community partners such as the Library and Fire Department to enhance student learning and engagement.
- Facilitated the monthly Creative Corners Preschool staff meeting to review upcoming program initiatives and events, assess the successful start of the school year, provide operational guidance and feedback, and promote ongoing communication and collaboration among teaching staff.
- Conducted classroom observations within preschool programs to provide instructional support related to student behavior management, helping to foster positive learning environments and maximize student engagement and success.

Inclusion Services

- Attended a season-end review meeting with M-NASR on September 18, 2026, to discuss successes and opportunities for improvement across Summer Camp programs. The meeting also included discussions regarding future staffing models and the potential for park districts to provide their own support personnel for camp participants.

Administration & Department Support

- Attended the monthly Recreation Department meeting.

- Collaborated with departmental leaders to develop staffing and volunteer strategies for Fall Fest, ensuring adequate resource allocation and operational readiness to support a successful community event.
- Supported Fall Fest event preparedness through the coordination of supply procurement and operational planning related to maintenance, hospitality, and first aid needs. Served as a key point of coordination to proactively address event requirements and ensure timely resolution of unforeseen operational needs.

Preschool Enrollment Update

Enrollment 2025-2026 vs 2026-2027 preschool enrollment

Program	Enrollment 25/26	Enrollment to Date 26/27
Preschool Prep	**24**	**23**
Terrific 3's	**22**	**35**
Fabulous 4's & 5's	**31**	**38**
Nature Explorers	**10**	**13**
Spanish Immersion	**8**	**15**
Lunch Bunch	**5**	**31**
Total Enrollments	**100**	**155**

Growth is particularly strong in Terrific 3's (+59%), Fabulous 4's & 5's (+23%), Nature Explorers (+30%), and Spanish Immersion (+88%). Preschool Prep remains essentially stable at 23 participants compared with 24 last year. Overall, the numbers demonstrate strong demand and positive momentum across the preschool program portfolio, with Lunch Bunch contributing an additional 31 enrollments.

Jenny Fairman, Fitness Supervisor

Fitness Programming & Performance

Enrollment 2025 vs 2026 Participation

Fitness Class Metric	Sep-25	Sep-26	YOY Change	Difference
Registered Participants	205	230	12%	25
Drop-In Participants	222	287	29%	65
Combined Participation	427	517	21%	90

- The fall session of fitness classes began on August 31 with 230 registered participants and 287 drop-ins to date this session. This represents a 12% increase in registered participants and a 29% increase in drop-ins to date compared to Fall 2025.
- Average daily fitness center usage from September 1 through September 30 was 204 visits per day.

Fitness Promotions and Community Outreach

- Represented Prairie Lakes Fitness at the September 17 GENCenter Health & Housing Fair by staffing an information table, and promoting fitness memberships, programs, and classes to community members.
- Currently running a Fall into Fitness promotion from September 15 to October 14 – members who sign up for an annual Prairie or Fitness pass receive their first month of membership free. 38 memberships have been purchased so far during this promotion.
- Collaborated with the marketing department to create a social media post for the Fall into Fitness promotion.
- Collaborated with marketing department & community members from Bike Walk Des Plaines group to promote & support the Community Bike Ride & Walk event through E-sign advertisement & donation of fitness and aquatics day passes.
- Created the Winter 2027 fitness class schedule grid for publication in the Winter Spectrum.

- Participated in a photoshoot for Lake Park Golf Course & Marina in collaboration with the marketing department.

Facility Operations

- Coordinated equipment repairs and maintenance with industry service partners to ensure equipment reliability and member satisfaction.
- Conducted daily facility walkthroughs to maintain high standards of safety, cleanliness, and customer service.
- Finalized purchase of acoustic panels for Performance Studio.

Organizational Support

- Worked at Fall Fest all three days September 18-20 – KidZone, beer tent, and patrol shifts.
- Assisted with Fall Fest clean up on September 21.
- Participating in the district-wide Parks & Rec Trek Steps Challenge.
- Attended the IMRF Semi-Annual Staff Meeting on September 1.
- Attended the Recreation Department Monthly Staff Meeting on September 1.
- Attended the ERC Events Committee Holiday Party planning meeting on September 2.

Haley Becker, Assistant Recreation Supervisor

Meetings & Professional Development

- Attended the All-Staff IMRF Meeting to stay informed on employee retirement benefits and organizational updates.
- Participated in the monthly Recreation Department staff meeting to discuss ongoing programming, department initiatives, and operational priorities.
- Met with Assistant Superintendent Candice Morden to review and discuss M-NASR services and opportunities for future collaboration and program support.

Program Development & Implementation

- Secured a new partnership with Sticky Fingers Cooking to provide youth cooking programs during the winter session, enhancing programming offerings and replacing the current Kids Can Cook program.
- Continued oversight of contracted programming, including Art & Music with Bubbles Academy, which is currently running with 7 participants.
- Successfully held the Kids Can Cook program, which enrolled 10 participants and provided hands-on culinary experiences for youth participants.
- Offered the Space Explorers nature program, which enrolled 5 participants and provided educational and interactive outdoor learning experiences.
- Began budget planning efforts for the 2027 Summer Camp season, including preliminary review of operational needs and program resources.

Community Engagement & Event Support

- Assisted with the District's Fall Fest event by serving in multiple event support roles, including patrol, Kids Zone operations, wristband verification, and general event assistance.
- Participated in post-event teardown and cleanup efforts following Fall Fest to ensure efficient restoration of event spaces.
- Collaborated with District staff to assist the Marketing Department with promotional video content for Fall Fest and future marketing initiatives.

Youth Program Support

- Covered supervisory responsibilities for Candice Morden during the Creative Corners Preschool Open House.
- Assisted with event setup, welcomed prospective preschool families, answered program questions, and provided information regarding preschool offerings and enrollment opportunities.

Marketing & Department Operations

- Assisted the Marketing Department with staged photography sessions to support promotional materials for Lake Park Clubhouse.
- Relocated office space to the Administrative & Leisure Center, improving accessibility and collaboration with immediate supervisor and initiating care of aquatic life at ALC.
- Submitted and coordinated marketing requests for youth, cultural arts, and nature programs, utilizing social media posts and promotional content to increase community awareness and drive program enrollment.

Additional Activities

- Continued development of community partnerships contracted programming, and youth enrichment opportunities to support the District's strategic recreation goals and provide diverse experiences for participants.

Chris Nesterowicz, Athletic Supervisor

Adult League Programming

- Men's Fall Basketball League registration increased from the summer season, growing from 8 to 9 teams and resulting in over 90 participants competing in this session
- Staff continue to evaluate league operations, officiating, and participating feedback to identify opportunities for improvements ahead of the winter season
- Open Gym Pickleball programming begins this month and is expected to help meet growing demand for adult drop-in recreational opportunities

Soccer Programming

- The fall soccer season is off to a great start, with games beginning on September 12 and continuing through October 31.
- Optional Friday clinics continue to supplement the soccer program by providing participants with additional opportunities to stay engaged, develop their skills, and continue learning throughout the season.
- The Friday clinic format continues to be a valuable enhancement to the program, providing additional touches on the ball and opportunities for skill development outside of regular practices and games.
- Referee Staff and Coaches have received positive feedback from families regarding program organization, communication, and the overall participant experience.

Upcoming Programming & Operations

- Monitoring basketball registration as we approach the final month before the start of the winter season.
- Evaluating players during the Jr. Warriors and Lady Warriors tryouts, with team selections and roster formation anticipated within the first week of October.
- Early interest in winter basketball programming has been encouraging, and registration trends continue to be monitored closely as preparations move forward for team formation, scheduling, and league operations.
- Working with facility staff to prepare for the transition from fall outdoor programming to winter indoor athletics.
- Reviewing participation trends and program feedback to assist with future program planning, operational improvements, and potential programming expansion opportunities.

Elizabeth Karras, Recreation Supervisor – Special Events, Birthday Parties, and Music

Special Events Planning & Execution

- Coordinated and hosted the final Live at the Lake summer concert at Lake Park.
- Supported the successful execution of Fall Fest by working all three event days, managing KidZone operations, and directing volunteers to maintain a positive and organized experience for attendees.
- Provided hands-on support for Fall Fest setup and cleanup, ensuring event spaces were prepared and restored efficiently.
- Restocked Fall Fest KidZone emergency supply kit with first aid materials.
- Met with Brianna, Annie, and Candice to discuss details of Parent’s Night Out event for February 2027.
- Attended Tie Dye Pool Party event and documented observations and recommendations to help enhance future programming.
- Purchased supplies for upcoming Howl-O-Ween event, including photo backdrop and giveaways for participants.
- Promoted Howl-O-Ween event through strategic placement of yard signs at key locations in the community.
- Confirmed 5 dog-focused local businesses and community organizations to participate in Howl-O-Ween event, including The Buddy Foundation, Walk Sit Stay, Splashdog, Krisers, and Playtime Pup Ranch.
- Booked a food truck for Howl-O-Ween event so participants may purchase donuts, pastries, and drinks.
- Confirmed 28 trunks for Trunk or Treat, including 16 community organizations, 7 Des Plaines Park District trunks, and 5 local businesses through the Chamber of Commerce.

Music Programming

- Coordinated fall music lesson registration, securing enrollment of 5 new students and 7 returning students.
- Scheduled meeting with music instructor, Mick Archer, to discuss music programming and future marketing opportunities.

- Scheduled Des Plaines Community Concert Band concerts for 2026-2027 season.

Marketing & Community Outreach
- Participated in a promotional photoshoot at Lake Park to support new marketing efforts.
- Attended Central Elementary Back to School Bash to provide information, distribute flyers, and collect new email addresses for Des Plaines Park District E-Blasts.
- Assisted with promoting Prairie Lakes Fitness programs and upcoming fall special events while representing the District at the Gen Center Health & Housing Fair.

Cross Departmental Assistance
- Attended both nights of Creative Corners & Des Plaines Dance Academy Open House and assisted with answering questions from prospective dance families.

Meetings & Professional Development
- Attended IMRF Semi-Annual Staff Meeting.
- Attended IPRA Special Events Committee Meeting.
- Attended Recreation Department monthly meeting.
- Attended weekly meetings with Candice to discuss special events, birthday parties, and music.

Upcoming Events
- Upcoming special events: Oktoberfest, Howl-O-Ween, Floating Pumpkin Patch, Trunk or Treat, Family Spooky Swim.

Tess Wastyn, Recreation Assistant Supervisor

Training & Support
- Provided support and assisted Recreation staff throughout Fall Fest weekend
- Reviewed part-time staff policies, procedures and expectations for teaching dance programs

Pre School Operations
- Created staff and student roster sheets for our upcoming Picture Day scheduled in October
- Assisted in the classrooms during the first week of classes to help calm students get used to a new learning environment and easing transitions
- Ordered instructional items for the instructors that they needed as they were developing and creating their first monthly lesson plan of the year
- Finalized dates and scheduling for our book fair in November prior to our fall break
- Reorganized our resource closet for the instructors, donating supplies we don't use and filling our shelves instead with the supply list items students were told to bring on their first day
- Promoted Creative Corners during our two-day open house with Des Plaines Dance Academy (DPDA) at the beginning of the month
- Planned our Halloween parade dates and started to prepare decorations and giveaways for our students
- Created our October newsletter to be posted

Program & Event Support
- Promoted Creative Corners and DPDA at our final Live at the Lake event of the season
- Participated in Fall Fest alongside fellow Des Plaines Park District staff, supporting event operations and community engagement.
- Conducted an inventory of remaining staff and volunteer apparel, first aid supplies, and office materials used during Fall Fest.
- Substituted for one of our preschool staff and dance staff during a week-long absence

Meetings & Professional Development
- Attended my first committee meeting for events as we are starting to plan the staff holiday party
- Attended monthly recreation staff meetings to review programs, events and information regarding our area
- Participated in my first IMRF informational meeting where we reviewed qualifications, introduced new staff members, benefits, etc.
- Assisted in leading our first preschool lead teacher meeting of the school year
- Attended budget meetings for summer camps

Additional Activities

- Promoted the Des Plaines Park District at Central Elementary School during their Back to School Bash.

Natalie Sanchez, Dance Program Supervisor

Program Leadership and Season Readiness

- Supported the successful launch of fall Dance Academy and Aerial Silks programming, with attention to enrollment, class placement, scheduling, accessibility, and family communication.
- Helped guide class adjustments and participant accommodations to support retention and give students appropriate opportunities to progress.
- Supported the Dance Academy Open House in partnership with Recreation, connecting families with instructors and programs.
- Advanced Winter Showcase and Annual Recital planning through instructor planning tools, costume tracking, and an updated master schedule; oversaw completion of the 2026–27 Parent/Student Manual and Winter Spectrum updates.

Dance Participation 2026/2027

DPDA Participant Type	Participants Current Count
Total Unique Participants	231
Total Registrations	277

Staff Support and Coordination

- Supported onboarding for new instructors and assistants, including headshots, biographies, information forms, and communications about training and seasonal procedures.
- Maintained regular coordination with the Aerial Silks instructor on participant progress, enrollment, and program needs.
- Worked across Recreation, Business, Marketing, and Human Resources on registration changes, refunds, promotions, and staff activation.

Community Outreach and Operations

- Supported Dance Academy outreach at Live at the Lake and Fall Fest through demonstrations, promotional materials, and direct engagement with families.
- Helped prepare studios for fall programming and update four facility photo displays featuring the Recital, Winter Showcase, Aerial Silks, and other programs.

DES PLAINES PARK DISTRICT
DIRECTOR OF PARKS AND PLANNING REPORT
OCTOBER 20, 2026

Aurelio Marquez, Director of Parks & Planning

- Successfully winterized all three aquatic facilities, including Mystic Waters, Chippewa Pool, and Arndt Pool, ensuring they are protected and ready for the off-season.
- Kept our facilities running strong with ongoing HVAC inspections, pool maintenance, mechanical repairs, and preventative maintenance across district buildings.
- Completed major repairs to the Prairie Lakes Community Center irrigation system, replacing the VFD and restoring full operation.
- Coordinated repairs and reinstallation of the Prairie Lakes fountains; all fountains are now operational and functioning as intended.
- Improved safety and visibility by replacing lights, fixtures, breakers, and electrical components at multiple parks and facilities.
- Delivered full district support for Fall Fest, including setup, teardown, signage installation, fencing, logistics, and event staffing. It was especially rewarding to see all Park District departments working in unison to ensure the event's success.
- Installed a new shade structure at Woodlawn Park and completed playground, court, and park improvements.
- Maintained high standards in park operations through routine mowing, landscaping, trash removal, weed control, and athletic field maintenance.
- Completed vehicle and equipment servicing, including fleet maintenance, mower blade replacement, golf operations equipment repairs, and ball picker service.
- Continued building improvements at recreational facilities with door and lock repairs, restroom plumbing repairs, energy-saving lighting upgrades, and facility inspections.
- Supported long-term asset management by performing preventative maintenance, training, safety inspections, winter preparations, and planning for future facility upgrades and repairs.
- Completed installation of the ALC Bard unit in designated building areas and coordinating startup scheduling.
- Working with the Recreation Department on capital improvement projects for the Prairie Lakes facility.
- Coordinating the installation of new netting and hardware on the south side of the Golf Center driving range, with completion targeted by the end of October.
- Coordinated Mechanical Maintenance and Building Services staff to install a low-voltage chase for the TeeUp system at the Golf Center, supporting system infrastructure and future operation.
- Attended our bi-weekly staff meeting to collaborate and coordinate efforts across all departments.
- Working closely with the Executive Director on the strategic planning efforts for the expansion of the Prairie Lakes facility, focusing on increasing recreational opportunities through the addition of basketball courts and an indoor turf facility.
- Completed painting free throw lines at Woodlawn, Craig Manor, and Centennial.

Esteban Cardenas, Mechanical Operations & Building Services Supervisor

- PLCC whirlpool drained cleaned and refilled every Monday.
- HVAC systems checked at all buildings every Monday, Wednesday, and Friday.
- Chippewa Pool closed and winterized for season.
- Arndt Pool closed and winterized for season.
- Mystic Waters closed and winterized for season.
- PLCC irrigation system repaired. Replaced VFD and reprogrammed.
- PLCC north ponds fountains installed. Replaced electrical breaker for northwest pond.
- PLCC walking path lights out. Replaced bulbs.
- Willow Park lights out by creek. Replaced bulbs and electrical box.
- Fall Fest set-up and breakdown.
- Lake Park irrigation system repairs. Replaced sprinkler head at Southeast corner of park.

- ALC women's restroom sink leaking. Replaced "P" trap.
- ALC lobby area outlets installed.
- ALC A/C system penetrations repaired and sealed.
- Golf Center Tee-up system low voltage chase installed on the 3rd floor.
- Golf Center Kubota ballpickers serviced and inspected weekly.
- Mower blades sharpened and changed weekly.
- Serviced Vehicle #13. Replaced front and rear brakes.
- Serviced Vehicle #3.
- Serviced Cushman cart at MVM.
- Service and repairs of equipment as needed.

Dennis Wodka, Special Projects Supervisor

- Participated in Fall Fest 2026.
- Set up and tear down of Fall Fest grounds at Lake Park.
- Installed Fall Fest signs and banners throughout District.
- Installed shade structure at Woodlawn Park.
- Made repairs to doors and locks at Golf Center.
- Made repairs to doors and locks at LVC and Foxtail on the Lake.
- Replaced backboard at Woodlawn Park.
- Pressure washed basketball courts at Centennial, Craig Manor and Woodlawn Parks for court painting.
- Installed new weather stripping at PLCC theater.
- Installed curtain storage boxes at PLCC theater.
- Began removing windscreens from tennis/pickleball courts.
- Attended IMRF meeting.
- Performed playground inspections.
- Completed Basecamp assignments.
- Vandalism – No vandalism to report.

Patrick Barton, Landscape Supervisor

- Completed weekly mowing routes as well as weed whipping and blowing off hard surfaces.
- Edge along sidewalks and walkways at parks to give a cleaner appearance.
- Completed daily garbage routes as well as cleaning up debris and loose trash throughout the parks.
- Replaced dog bags in all the stations around the district as needed.
- The water tanks at Garden plots have been filled on Monday, Wednesday, and Friday every week.
- All baseball and softball fields are dragged multiple times per week to keep the infield dirt loose and prevent weed growth.
- Weekly cleaning of lunchroom and bathrooms at Oakwood Maintenance Facility.
- Conduct and lead morning stretching routines for all crews.
- Ordering supplies needed for landscaping.
- Coding of invoices.
- Approving staff hours.
- Spray weeds in parks and parking lots as needed.
- Remove weeds from planting beds as needed.
- Cut back wood line and weed whip and trim south side of driving range at Golf Center and pick up golf balls outside of the driving range.
- Routine cleaning of trucks and equipment to ensure longevity.
- Assist with the setup and teardown of Fall Fest at Lake Park.
- Volunteer for Fall Fest.
- Schedule all Parks staff for crossing guard shifts and trash and debris cleanup at the Fall Festival.
- Order trees for fall plantings of Tree of Life program.

Ryan Panenka, Assistant Special Projects Supervisor

- Pin, install Foxtail roof access locks.
- Re-pinned the existing lock core on the ALC receiving door after it stopped functioning properly.

- Attend Semiannual IMRF meeting.
- Replaced swings at Lake Park.
- Woodlawn shade structure, fabricate rebar cage for footing /dig/ pour footing / assemble structure.
- Fabricate frames for Rivers Casino banners 17’ x 8’ for Fall Fest.
- Assemble, install and remove, 4’ x 8’ Fall Fest signs and frames x 12 throughout district.
- Power wash basketball courts and install snow fencing around in prep for court striping at Central, Woodlawn, Craig manor.
- Remove and install new basketball backboard at Woodlawn.
- Install curtain boxes at PLP theater for foot lighters.
- Golf Center server room mortise lock repair.
- Remove and store wind screens at Rand Park, baseball and tennis court.
- Collect / transport 12 x picnic tables from PLP to Oakwood for fall repairs.
- Fall Fest: layout marking, fence installation, transport of barricades, led signage.
- Volunteer 3 days for Fall Fest weekend.
- Attend IPRA Playground Safety Training at Bloomington Normal IL.
- Assist Fox Valley in fire protection inspection.

Mike Tuntland, Assistant Mechanical Operations Supervisor

Chippewa Pool

- Completely winterized building and pool.
- Drained water from all fixtures, water heaters, toilets, drains, etc.
- Added antifreeze to all lines.
- Tested and set building heat for winter temps (58-60*).
- Adjusted lighting timers for seasonal changes.

Arndt Pool

- Winterized pool equipment and appliances including Defender, chemical systems, and pool boilers.
- Adjusted lighting timers for seasonal changes.
- Waiting on end-of-season for bathrooms access to completely winterize plumbing.

Mystic Waters

- Winterized pool equipment and appliances including sand filters, chemical systems, and pool boilers.
- Winterized pool area irrigation system and related water spigots.
- Pool furniture secured/moved indoors for winter storage.
- Gables covered with plywood - creating replacements for rotted wood.
- Inventoried repair parts needed to repair leaking Murdock deck hydrant valves.
- Final cleanup of chemical lines and transferred leftover chlorine to PLAC for use on PLCC whirlpool.
- Concession stand cleanup.
    - Shutdown major appliances.
    - Moved seasonal items to PLAC.

Prairie Lakes Aquatic Center

- Daily Maintenance of Aquatic Center pools, decks, filters, and mechanical systems.
- Weekly chemical testing and adjustments made as needed.
- Repairs made to air-conditioning lines on Wellness unit.
- Heat checks completed by MG Mechanical.
- Backwash/media change on all pools.
- Replaced women's locker room sink faucet.
- Rodded 2 clogged sinks in PLAC women's locker room.
- Replaced several coat/bag/towel hooks.
- Moved lifeguard chairs from Arndt to PLAC.
- Changed water fountain filters in PLAC lobby, splash pad, and lap pool.
- Troubleshoot and repairs to swim team timing system.

Prairie Lakes Community Center

- Assist fire alarm troubleshoot work with vendor - issues with signal visuals and fire pump sensor.
- Plan/prep for occupancy sensors to be added to common areas.

    - Health Club hallway - reduced lighting to 4 fixtures from 8 fixtures. Repaired/replaced ceiling tile as needed.
    - East wing hallway - reduced lighting to 6 fixtures from 12 fixtures. Repaired/replaced ceiling tile as needed.
    - Gym, Community Center, and theater lobby areas.
- Repaired gym track lighting - pinched wire caused short circuit and fried fixture.
- Inspected roof following rain events - need to address leak in AHU-S1 on north side of gym, causing leak into duct work and onto gym floor.
- Completed rebulb and LED retrofit (as needed) in theater dressing rooms and wood room.
- Installed dimmer/occupancy sensor circuits in east offices. Will work around schedules to upgrade all Rec Department offices.
- Daily maintenance of PLCC mechanical systems, chillers, boilers, pumps, air-handlers.
    - HVAC monitor building/room temps and adjust for seasonal changes to maximize economy and comfort.
    - Chiller on at 68* OAT - Boiler on at 60* OAT.
    - Using economizer mode (outdoor air) MORE to cool the building during our shoulder season since the outdoor air is no longer humid.

Marcin Irla, Assistant Building Services Supervisor

- Maintenance and repairs on Mountain View batting cages.
- Provided ongoing operational support: preventive maintenance, T-mac repairs, ball supply, picker repairs.
- Performed whirlpool maintenance and cleaning at ALC.
- Completed weekend rental setups at Cumberland Terrace, West Park and Arndt Park.
- Conducted building safety inspections for Golf Center and outbuildings.
- Daily cleaning of Golf Center bathrooms and West Patk concessions.
- Working with IT on trouble shooting problems with the Teeup system, upgrades.
- Parking blocks returned to stalls at GC.
- Moved Adam from ALC to GC.
- Repair asphalt by ballroom at GC.
- Replace back padding at the batting cages.
- Replace light fixtures to LED in IT office at ALC.
- Replace broken light fixtures around the golf club by main entrance to Golf Center.
- Repair ALC blinds in the fitness center.
- Paint Jenny's office.
- Replace water pump in the ballroom.
- Empty and replace the water in the bubble tubes in the sensory room.
- Move offices for Peter and Lester at ALC.
- Check belts and replace filters at Golf Center, West Park and Arndt Park.
- Fix and paint the golf club by main entrance.
- Clean the beams on deck at GC and prep for painting.
- Set up mats and prepare for the first swim meet.
- Howl-o-ween work order for Blackhawk.
- Pull out fountain for winter after repairing the cut wires.
- ALC filters and belts inspections for gym and dance wing.
- Turf repair on range.
- Finish patching and painting of ALC preschool rooms after A/C project was completed.
- Net repairs at GC.

DES PLAINES PARK DISTRICT
BUSINESS DEPARTMENT OPERATIONS REPORT
OCTOBER 20, 2026

Nahid Khumawal, Director of Business

Financial & Administrative Activities

- Filed the final approved FY2026 Annual Comprehensive Financial Report (ACFR) with the Cook County Clerk's Office.
- Renewed the Des Plaines Park District registration in SAM.gov. The next renewal is due September 24, 2027.
- Provided the Certificate of Financial Responsibility letter and final audit report to the Director of Parks & Planning for submission to the Illinois State Fire Marshal's Office.
- Submitted the Certificate of Publication to the Cook County Clerk's Office.
- Prepared and submitted FY2026 Financial Highlights for inclusion in the District brochure.
- Reviewed ONB pooled accounts, resolved variances, and ensured account balances were accurate and reconciled.
- Reconciled payroll bank statements to ensure accuracy and completeness.
- Prepared and reconciled monthly property tax disbursements.
- Continued collaborating with staff to address day-to-day operational and financial matters across the District.
- Conducted biweekly department meetings to review progress, address challenges, and strengthen communication and accountability.
- Reviewed and approved accounts payable invoices, purchase requisitions, employee expense reports, and check/ACH exception transactions.
- Responded to accounts payable and accounts receivable questions and issues in a timely manner.

BS&A Cloud Conversion

- Preliminary data extraction was completed on September 22.
- Finalized the active user list and began preparing user roles and security access for the new cloud system.
- Met with department heads to discuss implementation and training plans.
- User Security Configuration meeting is scheduled for November 5.
- Final data extraction is scheduled for November 23.
- BS&A will be unavailable from November 23 through November 29 during the conversion process.
- District-wide pre-go-live training is scheduled for November 25.
- BS&A Cloud is scheduled to go live on November 30.
- User training will continue through December 11.
- Continued development of approval workflows and business processes within the new system.

Collaboration

- Represented the District at the IGFOA Annual Conference from September 28-30.
- Participated in the IGFOA Park District Roundtable on October 2.
- Reviewed and provided edits for the Winter Spectrum catalog.
- Participated in discussions regarding 2027 camp pricing and installment payment plan options.
- Attended the Easy Archive Work Order and Inspection Updates meeting.
- Participating in the DPPD/SNI introductory meeting on October 14.
- Represented the District at the Des Plaines Friends of the Parks "Golf in the Dark" event at Lake Park on Oct 3.
- Continued participation in weekly Administrative Team meetings.
- Met regularly with IT staff to monitor and support district-wide technology projects.

Ongoing Project

- Working on the 2026 Tax Levy estimate.
- Completing the 2026 Fall Fest revenue and expense analysis.
- Implemented an automated installment billing process that has improved efficiency and simplified the reconciliation process.
- Continued work on the utility billing project.
- Continued progress on the District's record retention project.
- Continued progress on implementing automated bank reconciliations.
- Focused on process improvements, internal controls, and operational efficiency throughout the department.

Business Department Statistics: (September)

- Payrolls:
  - Payrolls run: 2
  - Checks/Direct Deposit Issued: 1316
- Accounts Payable:
  - Checks issued: 99
  - EFT/ACH: 108
  - Purchase Orders: 426
  - Invoices: 726
- Reservations (fields, gym, theater, pool and outside rentals):
  - New: 243
  - Confirmed: 164 (fields, gym, theater, pool and outside rentals)
- Installment Bills Proofed & Processed: (Quantity and Total Dollar Amount)
  - Prairie Pass Memberships: 348; $11,063.25
  - Prairie Fitness Memberships: 407; $9,719.00
  - Prairie Lakes Aquatic Memberships: 504; $7,421.00
  - ALC Fitness Memberships: 22; $307.00
  - Swim School: 598; $26,213.25
  - Golf Center Memberships: 66; $10,560.00
  - Pre-School: 114; $18,249.50
  - Dance: 13; $706.89

Trish Romza, Senior Accountant

- Webtrac Maintenance
- Rectrac changes and updates for programs, tickets and POS
- Troubleshoot Rectrac issues
- Worked with Rectrac to find a better option for camp installment billing
- Monthly Silver Sneakers Reporting
- Monthly Sales Tax Reporting
- Created payroll journal entries
- Worked with staff to clean up debit/credit trial balance
- Meetings attended: Risk Management, Wellness, Business Office
- Team Captain for Steps Challenge
- Review Tee Up Pullovers and adjusting entries for accuracy
- Responded to Chargebacks
- Worked Fall Fest and assisted with end of event wrap up for business department
- Worked the GITD event with the Friends of the Parks
- Assisted with AP, ACH and check positive pay uploads

Peter Demski, Superintendent of IT

IT Projects/Other

- Deployed an update for the Golf Center mobile app which was released on 10/7/2026 and 10/8/2026. This provided an updated registration, login, account management, and transaction list along with performance improvements
- Continuing to plan and address the ADA Title II Digital Compliance requirements
- Preparing for BS&A Cloud migration project and coordinating with Director of Business., generated list of current BS&A accounts with permissions for cloud upgrade
- Continued to meet with developers of TeeUp to finalize implementing additional features and improvements on a weekly basis
- Trialing various hardware components for the physical TeeUp “tee-mech” system as well as the kiosk enclosure
- Network cable overhaul is underway at Golf Center. The 3rd floor will be completed during the following period 10/19/2026 through 10/23/2026, then subsequent floors will be worked on after. Coordinating with Joe Weber and Aurelio
- Continued work on TeeUp system for future planned improvements and enhancements

- Attended the Superintendent and Director Admin Meeting on 9/24/2026
- Attended Safety Committee Meeting at PLAC on 10/5/2026
- Met with Liz Vinakos, April Lohr, and Joe Weber for the Superintendent Meeting at PLAC on 10/8/2026
- Met with Joe Weber, Tim Sears, Brian Panek and Adam Murrill on 10/8/2026 to review the TeeUp application platform and procedures for managing rates at the Driving Range Hitstations
- Attended the biweekly Business Office meetings

Back-up Systems/Other

- ALC & GC Daily backups – Completing 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 cloud storage (SNI)
- Full anti-virus network scans scheduled weekly – Sunday's nights.
- Weekly/Monthly server maintenance & security patches & storage evaluation

IT Services Provided

- On 10/7/2026, went through Arndt Pool and Chippewa Pool to pack up and put IT equipment into storage
- Our payment gateway experienced an outage on 10/9/2026. This lasted from around 11:30 am up until around 12:30pm. During this hour, front desk staff and patrons were made aware of the outage. Processing with non-credit/debit cards was mandatory during this window. Post-outage, followed up with staff and verified systems were operational
- Worked on fixing error codes on the Marketing large format printer. Reviewing options for replacement unit
- Set up and provided new workstation items for the Marketing department
- Offboard and onboard employees
- Investigating options for audio recordings
- Resolved golf center TeeUp issues as needed
- Protected against emerging threats
- Assisted with FOIA requests
- Updating and assessing hardware devices
- Updated district phone list
- Setup new workstations, printers, phones, and tablets
- Supported users by troubleshooting and fixing computers, phones, and printers
- 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
- Verified sites were functional over the weekends and provided support for issues
- Continuous monitoring metrics of networking equipment and logging events

Financials

At this time, I ask the Park Board of Commissioners to make the following motion:

"I move that the Des Plaines Park District Board of Commissioners approve the financial report for October 20th, 2026 and place a copy on file subject to audit"

REVENUE AND EXPENDITURE REPORT
DES PLAINES PARK DISTRICT
SEPTEMBER 30, 2026

	ACTIVITY FOR MONTH 09/30/2026	ACTIVITY FOR MONTH 09/30/2025	YTD BALANCE 09/30/2026	YTD BALANCE 09/30/2025	2026-27 ORIGINAL BUDGET
Fund 11 - CORPORATE:					
TOTAL REVENUES	112,761.56	47,239.70	934,083.03	431,626.60	6,554,650.00
TOTAL EXPENDITURES	371,358.35	271,817.11	2,105,721.69	1,823,458.58	6,555,200.00
NET OF REVENUES & EXPENDITURES	(258,596.79)	(224,577.41)	(1,171,638.66)	(1,391,831.98)	(550.00)
Fund 21 - RECREATION					
Fund 21 - RECREATION:					
TOTAL REVENUES	523,768.49	628,728.73	2,655,527.61	2,618,246.98	6,214,938.00
TOTAL EXPENDITURES	400,376.19	374,634.35	2,369,719.10	2,325,710.87	6,435,752.00
NET OF REVENUES & EXPENDITURES	123,392.30	254,094.38	285,808.51	292,536.11	(220,814.00)
Fund 22 - AUDIT:					
TOTAL REVENUES	353.63	38.97	2,145.18	452.72	22,600.00
TOTAL EXPENDITURES	3,350.00	2,500.00	30,150.00	31,665.00	37,700.00
NET OF REVENUES & EXPENDITURES	(2,996.37)	(2,461.03)	(28,004.82)	(31,212.28)	(15,100.00)
Fund 23 - TORT IMMUNITY:					
TOTAL REVENUES	5,289.55	2,213.72	27,726.35	9,456.99	318,612.00
TOTAL EXPENDITURES	0.00	0.00	181,930.46	140,257.40	375,567.00
NET OF REVENUES & EXPENDITURES	5,289.55	2,213.72	(154,204.11)	(130,800.41)	(56,955.00)
Fund 24 - SPECIAL RECREATION:					
TOTAL REVENUES	18,416.65	4,665.29	94,478.26	20,066.14	959,000.00
TOTAL EXPENDITURES	32,704.13	13,736.94	228,752.95	162,675.81	1,661,720.00
NET OF REVENUES & EXPENDITURES	(14,287.48)	(9,071.65)	(134,274.69)	(142,609.67)	(702,720.00)
Fund 25 - ILLINOIS MUNICIPAL RETIREMENT:					
TOTAL REVENUES	8,998.74	4,320.89	44,611.29	17,296.22	421,675.00
TOTAL EXPENDITURES	18,101.76	24,029.75	92,983.89	119,681.94	370,000.00
NET OF REVENUES & EXPENDITURES	(9,103.02)	(19,708.86)	(48,372.60)	(102,385.72)	51,675.00
Fund 26 - SOCIAL SECURITY:					
TOTAL REVENUES	9,580.61	999.43	50,232.16	6,596.63	688,045.00
TOTAL EXPENDITURES	42,642.23	38,712.89	296,399.70	275,634.14	618,230.00
NET OF REVENUES & EXPENDITURES	(33,061.62)	(37,713.46)	(246,167.54)	(269,037.51)	69,815.00
Fund 27 - MUSEUM:					
TOTAL REVENUES	2,373.03	292.55	12,367.85	1,722.77	129,000.00
TOTAL EXPENDITURES	9,833.34	9,833.34	49,166.70	59,000.04	123,000.00
NET OF REVENUES & EXPENDITURES	(7,460.31)	(9,540.79)	(36,798.85)	(57,277.27)	6,000.00
Fund 38 - GO BONDS SERIES					
TOTAL REVENUES	34,864.69	1,013.96	178,934.72	11,546.99	2,113,107.00
TOTAL EXPENDITURES	0.00	0.00	27,617.10	46,454.10	2,058,021.00
NET OF REVENUES & EXPENDITURES	34,864.69	1,013.96	151,317.62	(34,907.11)	55,086.00
Fund 44 - CAPITAL					
TOTAL REVENUES	52,048.84	27,351.17	149,647.92	128,618.07	3,967,053.00
TOTAL EXPENDITURES	58,196.01	33,967.61	586,618.07	586,536.42	6,551,833.00
NET OF REVENUES & EXPENDITURES	(6,147.17)	(6,616.44)	(436,970.15)	(457,918.35)	(2,584,780.00)
Fund 51 - MYSTIC WATERS AQUATIC CENTER:					
TOTAL REVENUES	38,950.82	11,458.65	1,307,364.49	1,327,164.82	1,889,600.00
TOTAL EXPENDITURES	103,439.00	98,337.06	1,045,820.06	1,042,713.09	2,714,585.00
NET OF REVENUES & EXPENDITURES	(64,488.18)	(86,878.41)	261,544.43	284,451.73	(824,985.00)

	ACTIVITY FOR MONTH 09/30/2026	ACTIVITY FOR MONTH 09/30/2025	YTD BALANCE 09/30/2026	YTD BALANCE 09/30/2025	2026-27 ORIGINAL BUDGET
Fund 52 - LAKE PARK GOLF COURSE:					
TOTAL REVENUES	71,085.63	74,633.71	456,673.91	486,532.43	819,350.00
TOTAL EXPENDITURES	72,584.31	57,266.91	429,196.98	363,000.69	1,411,581.00
NET OF REVENUES & EXPENDITURES	(1,498.68)	17,366.80	27,476.93	123,531.74	(592,231.00)
Fund 53 - MT. VIEW ADVENTURE GOLF:					
TOTAL REVENUES	24,899.91	32,161.64	245,349.12	275,883.60	378,200.00
TOTAL EXPENDITURES	35,654.80	21,523.36	167,134.16	119,985.04	411,176.00
NET OF REVENUES & EXPENDITURES	(10,754.89)	10,638.28	78,214.96	155,898.56	(32,976.00)
Fund 54 - GOLF CENTER DES PLAINES:					
TOTAL REVENUES	250,807.93	302,203.93	1,720,609.69	2,039,201.23	3,728,750.00
TOTAL EXPENDITURES	181,691.01	141,835.87	1,005,076.82	861,331.06	3,627,244.00
NET OF REVENUES & EXPENDITURES	69,116.92	160,368.06	715,532.87	1,177,870.17	101,506.00
TOTAL REVENUES - ALL FUNDS	1,154,200.08	1,137,322.34	7,879,751.58	7,374,412.19	28,204,580.00
TOTAL EXPENDITURES - ALL FUNDS	1,329,931.13	1,088,195.19	8,616,287.68	7,958,104.18	32,951,609.00
NET OF REVENUES & EXPENDITURES	(175,731.05)	49,127.15	(736,536.10)	(583,691.99)	(4,747,029.00)

CASH BALANCE BY FUND
DES PLAINES PARK DISTRICT
SEPTEMBER 30, 2026

FUND ACCOUNT	DESCRIPTION	ACTIVITY FOR MONTH 09/30/2026	BALANCE 09/30/2025	END BALANCE 09/30/2026
Assets				
11 100-000	CASH & INVESTMENTS	(533,505.20)	5,445,644.05	6,353,140.11
21 100-000	CASH & INVESTMENTS	(10,554.70)	6,708,175.81	7,076,992.86
22 100-000	CASH & INVESTMENTS	(2,996.37)	6,299.20	(601.99)
23 100-000	CASH & INVESTMENTS	5,289.55	461,353.40	455,676.60
24 100-000	CASH & INVESTMENTS	(14,287.48)	925,317.63	928,294.76
25 100-000	CASH & INVESTMENTS	(9,334.00)	959,751.15	921,718.56
26 100-000	CASH & INVESTMENTS	(33,061.62)	164,187.99	283,609.71
27 100-000	CASH & INVESTMENTS	(7,460.31)	50,972.29	84,256.54
38 100-000	CASH & INVESTMENTS	34,864.69	2,032,882.71	2,240,296.71
44 100-000	CASH & INVESTMENTS	(21,018.50)	6,045,407.00	6,762,274.69
51 100-000	CASH & INVESTMENTS	(58,563.31)	804,292.95	666,662.03
52 100-000	CASH & INVESTMENTS	(8,925.53)	473,885.44	290,969.81
53 100-000	CASH & INVESTMENTS	(12,875.30)	860,958.54	860,545.73
54 100-000	CASH & INVESTMENTS	66,882.20	6,920,165.25	6,889,978.12
TOTAL ASSETS		(605,545.88)	31,859,293.41	33,813,814.24
Total - All Funds:		(605,545.88)	31,859,293.41	33,813,814.24

Des Plaines Park District
Comparative Statement of Cash and Investments

Account Description	Maturity Date	Interest Rate	09/30/26	09/30/25
Payroll Account			$ 258,851.08	$ 263,343.14
MaxSafe		3.990%	$2,509,770.09	2,689,228.78
Total Village Bank & Trust			2,768,621.17	2,952,571.92
Voucher Account		3.890%	10,632,976.72	9,929,273.09
Refund Account		3.890%	$3,418.12	($1,141.76)
Total Old National Bank			10,636,394.84	9,928,131.33
Illinois Funds Money Market		3.974%	9,329,398.42	8,492,977.33
Money Market		3.520%	1,773,044.05	1,495,329.70
CD Total			5,513,000.00	5,495,000.00
Total Illinois Park District Liquid Asset Fund			7,286,044.05	6,990,329.70
Checking Account		3.300%	773,892.34	536,715.59
Certificate of Deposit #6541	06/30/27	3.460%	718,920.48	692,111.68
Certificate of Deposit #6542	09/30/27	3.460%	773,572.91	747,413.29
Certificate of Deposit #6543	12/31/26	3.460%	767,388.03	738,736.57
Certificate of Deposit #6544	03/31/27	3.460%	759,582.00	731,532.85
Total Millenium Bank			3,793,355.76	3,446,509.98
			$ 33,813,814.24	$ 31,810,520.26

IPDLAF+ CLASS



Investment Holdings

For the Month Ending **September 30, 2026**

Des Plaines Park District - DES PLAINES PARK DISTRICT - 1272

Trade Date	Settlement Date	Security Description	Maturity Date	Rate	Investment Amount	Accrued Interest	Est. Value at Maturity
Illinois Trust CD Program							
11/20/25	11/20/25	CD - First State Bank Of Dequeen, AR	11/20/26	4.05	240,000.00	8,388.49	249,720.00
12/22/25	12/22/25	CD - Cornerstone Bank, Nebraska, NE	12/22/26	3.95	240,000.00	7,350.25	249,480.00
12/22/25	12/22/25	CD - First Guaranty Bank, LA	12/22/26	3.95	240,000.00	7,350.25	249,480.00
02/19/26	02/19/26	CD - Cfg Community Bank, MD	02/19/27	3.95	240,000.00	5,817.86	249,480.00
03/02/26	03/02/26	CD - T Bank, TX	03/02/27	3.90	240,000.00	5,462.14	249,360.00
03/27/26	03/27/26	CD - Tab Bank, UT	03/29/27	3.90	240,000.00	4,821.04	249,411.29
03/27/26	03/27/26	CD - Providence Bank, NC	03/29/27	3.90	240,000.00	4,821.04	249,411.29
03/27/26	03/27/26	CD - California Pacific Bank, CA	03/29/27	3.90	240,000.00	4,821.04	249,411.29
03/27/26	03/27/26	CD - Integro Bank, AZ	03/29/27	3.90	240,000.00	4,821.04	249,411.29
03/27/26	03/27/26	CD - Mission National Bank, CA	03/29/27	3.88	240,000.00	4,796.32	249,363.02
04/24/26	04/24/26	CD - Ponce Bank, NY	04/26/27	3.98	240,000.00	4,187.18	249,604.34
04/28/26	04/28/26	CD - First Pryority Bank, OK	04/28/27	3.96	240,000.00	4,061.98	249,504.00
05/19/26	05/19/26	CD - Merrick Bank, UT	05/19/27	4.03	240,000.00	3,577.32	249,672.00
05/27/26	05/27/26	CD - Gbank, NV	05/27/27	4.08	240,000.00	3,407.08	249,792.00
05/28/26	05/28/26	CD - Prime Alliance Bank, UT	05/28/27	4.05	240,000.00	3,355.40	249,720.00
06/17/26	06/17/26	CD - One World Bank, TX	06/17/27	4.15	240,000.00	2,892.49	249,960.00
06/17/26	06/17/26	CD - Bank Of China, NY	06/17/27	4.23	239,000.00	2,935.97	249,109.70
08/06/26	08/06/26	CD - Security Bank, TN	08/06/27	4.25	239,000.00	1,558.41	249,157.50
08/06/26	08/06/26	CD - Solera National Bank, CO	08/06/27	4.26	239,000.00	1,562.08	249,181.40
08/20/26	08/20/26	CD - Bank Of Montgomery, LA	08/20/27	4.30	239,000.00	1,182.56	249,277.00
09/03/26	09/03/26	CD - Financial Federal Savings Bank, TN	09/03/27	4.35	239,000.00	797.54	249,396.50
09/22/26	09/22/26	CD - Peoples Bank & Trust Company Of Hazard, KY	09/22/27	4.55	239,000.00	268.14	249,874.50
09/23/26	09/23/26	CD - Balboa Thrift & Loan Association, CA	09/23/27	4.50	239,000.00	235.73	249,755.00
Total					**$5,513,000.00**	**$88,471.35**	**$5,738,532.12**

DES PLAINES PARK DISTRICT
REAL ESTATE & REPLACEMENT TAXES
September 30, 2026

	FISCAL 2025/26		FISCAL 2026/27	
Month	**Real Estate Taxes**	**Corporate Replace Tax**	**Real Estate Taxes**	**Corporate Replace Tax**
May	$ -	$ 128,865.18	$ -	$ 118,407.26
June	-	-	477,960.38	-
July	-	92,901.38	85,387.65	116,752.94
Year-to-date	-	221,766.56	563,348.03	235,160.20
August	58,491.61	15,962.37	231,366.80	29,597.65
September	5,630.71	-	190,887.22	-
October	-	96,182.93	-	-
Year-to-date	64,122.32	333,911.86	985,602.05	264,757.85
November	-	-	-	-
December	2,035,989.74	76,197.65	-	-
January	1,022,648.31	92,257.80	-	-
Year-to-date	3,122,760.37	502,367.31	985,602.05	264,757.85
February	2,398,447.40	-	-	-
March	1,631,490.84	29,147.75	-	-
April	861,719.86	48,129.02	-	-
Year-to-date	8,014,418.47	579,644.08	985,602.05	264,757.85

	Board Approved	**County Extended**		
2022 Levy Requested	10,004,197.40	10,284,829.23	97.30%	of extended
2022 Levy Receipts		10,006,796.17	100.03%	of approved
	Board Approved	**County Extended**		
2023 Levy Requested	10,453,763.00	10,790,847.00	100.71%	of extended
2023 Levy Receipts		10,867,851.78	103.96%	of approved
	Board Approved	**County Extended**		
2024 Levy Requested	11,103,868.00	11,357,977.79	98.66%	of extended
2024 Levy Receipts		11,206,232.58	100.92%	of approved
	Board Approved	**County Extended**		
2025 Levy Requested	11,406,541.00	11,828,431.66	52.67%	of extended
2025 Levy Receipts		6,230,384.58	54.62%	of approved

DES PLAINES PARK DISTRICT
POOLS REVENUE REPORT
September 30th, 2026

Mystic Waters

	September 2026	September 2025	2026/2027 YTD	2025/2026 YTD	2026/2027 Budget
Admissions/Misc. Revenue					
Investment Interest/Other	$ 2,534.07	$ 3,702.42	$ 11,410.03	$ 13,304.01	$ 26,000.00
Transfer In	$ -	$ -	$ -	$ -	$ 500,000.00
Pass	$ -	$ -	$ 203,998.66	$ 172,380.87	$ 180,000.00
Admissions	$ 28,670.00	$ 6,238.25	$ 729,903.00	$ 822,362.75	$ 850,000.00
Bank Reconciliation	$ 2,999.25	$ 3,003.49	$ (164.41)	$ 3.49	$ -
Group Rentals	$ 210.00	$ (2,540.00)	$ 147,937.50	$ 113,006.25	$ 115,000.00
Locker Rentals	$ -	$ -	$ 1,123.00	$ 2,599.63	$ 2,500.00
Birthday Parties	$ -	$ (125.00)	$ 37,288.00	$ 31,867.45	$ 35,000.00
Group Reservations-Cabana	$ 400.00	$ 60.00	$ 14,845.00	$ 6,440.00	$ 10,000.00
Misc Revenue	$ -	$ -	$ 1,650.00	$ 1,125.00	$ 1,200.00
Deposits/Uniforms	$ -	$ -	$ 1,260.00	$ 828.40	$ 1,000.00
Sponsorships	$ -	$ -	$ -	$ 800.00	$ 400.00
Program Revenue	$ -	$ -	$ 3,184.00	$ -	$ -
Total Admissions/Rents Revenue	$ 34,813.32	$ 10,339.16	$ 1,152,434.78	$ 1,164,717.85	$ 1,721,100.00
Concessions Sales					
Beverages	$ 778.50	$ 246.75	$ 28,973.09	$ 30,440.85	$ 32,000.00
Ice Cream	$ 794.50	$ 179.75	$ 26,902.18	$ 28,576.45	$ 30,000.00
Snacks	$ 1,950.50	$ 550.50	$ 78,658.44	$ 80,657.04	$ 82,000.00
Hot Dogs	$ 476.00	$ 136.49	$ 16,004.00	$ 15,562.50	$ 18,000.00
Other Sales	$ -	$ -	$ 600.00	$ 1,260.64	$ 1,500.00
Cooler Fee	$ 138.00	$ 6.00	$ 3,792.00	$ 4,830.00	$ 5,000.00
Total Concession Sales	$ 4,137.50	$ 1,119.49	$ 154,929.71	$ 161,327.48	$ 168,500.00
Total Mystic Revenue	$ 38,950.82	$ 11,458.65	$ 1,307,364.49	$ 1,326,045.33	$ 1,889,600.00

Chippewa & Arndt

	September 2026	September 2025	2026/2027 YTD	2025/2026 YTD	2026/2027 Budget
Total Pool Pass Sales	$ -	$ -	$ 87,325.51	$ 82,539.18	$ 85,000.00
Chippewa Revenues					
Admissions	$ -	$ -	$ 41,351.00	$ 45,050.50	$ 50,000.00
Beverages	$ -	$ -	$ 1,608.00	$ 1,901.30	$ 2,000.00
Ice Cream	$ -	$ -	$ 7,404.00	$ 7,153.65	$ 7,200.00
Snacks	$ -	$ -	$ 4,666.00	$ 3,671.13	$ 4,000.00
Group Rentals	$ -	$ -	$ 9,898.00	$ 6,615.00	$ 11,500.00
Other Sales	$ -	$ -	$ 248.40	$ 108.00	$ 100.00
Bank Reconciliation	$ 1,049.99	$ 1,036.25	$ (0.01)	$ (13.75)	$ -
Total Chippewa Revenue	$ 1,049.99	$ 1,036.25	$ 65,175.39	$ 64,485.83	$ 74,800.00
Arndt Revenues					
Admissions	$ 3,964.00	$ 221.50	$ 35,946.00	$ 37,731.50	$ 40,000.00
Beverages	$ 241.98	$ 21.00	$ 3,008.98	$ 2,576.72	$ 3,000.00
Ice Cream	$ 734.39	$ 88.00	$ 8,408.39	$ 7,957.00	$ 8,000.00
Snacks	$ 407.23	$ 48.75	$ 4,779.23	$ 7,393.00	$ 5,000.00
Group Rentals	$ -	$ -	$ 4,600.00	$ 4,265.00	$ 5,000.00
Other Sales	$ 36.00	$ 24.00	$ 730.80	$ 372.00	$ 400.00
Bank Reconciliation	$ 1,057.00	$ 1,064.55	$ 7.00	$ 14.55	$ -
Total Arndt Revenues	$ 6,440.60	$ 1,467.80	$ 57,480.40	$ 60,309.77	$ 61,400.00
Total Chippewa & Arndt Revenues	$ 7,490.59	$ 2,504.05	$ 209,981.30	$ 207,334.78	$ 221,200.00

DES PLAINES PARK DISTRICT
GOLF CENTER REVENUE REPORT
September 30, 2026

	September 2026	September 2025	2026/2027 YTD	2025/2026 YTD	2026/2027 Budget
Driving Range					
Automated Driving Range	$ 140,552.15	$ 155,549.42	$ 923,950.53	$ 1,144,736.40	$ 2,225,000.00
Grass Tees	$ 3,198.00	$ 12,032.00	$ 57,193.00	$ 68,802.00	$ 85,000.00
Short Game Area	$ 2,214.00	$ 3,690.00	$ 23,139.00	$ 28,017.00	$ 37,080.00
Range Memberships	$ 9,535.94	$ 13,696.00	$ 50,435.71	$ 71,360.02	$ 165,000.00
Group/School Fees	$ 1,206.88	$ 3,970.50	$ 17,929.63	$ 19,282.70	$ 42,000.00
Other Range Fees	$ 223.63	$ 932.00	$ 2,797.63	$ 5,014.00	$ 6,700.00
Total Driving Range Revenue	**$ 156,930.60**	**$ 189,869.92**	**$ 1,075,445.50**	**$ 1,337,212.12**	**$ 2,560,780.00**
Greens Fees					
Greens Fees	$ 39,025.00	$ 51,955.00	$ 334,144.92	$ 396,396.36	$ 522,725.00
Leagues/Special Events	$ 340.00	$ 1,135.00	$ 29,233.50	$ 32,226.00	$ 42,550.00
Course Memberships	$ -	$ 600.00	$ 4,800.00	$ 5,950.00	$ 10,800.00
Golf Center Pull Carts	$ 2,005.00	$ 3,100.00	$ 16,765.00	$ 21,604.00	$ 34,000.00
Total Greens Fees	**$ 41,370.00**	**$ 56,790.00**	**$ 384,943.42**	**$ 456,176.36**	**$ 610,075.00**
Rentals					
Pro Shop	$ 3,575.00	$ 3,512.00	$ 17,875.00	$ 17,560.00	$ 40,617.00
Restaurant	$ 12,438.40	$ 11,960.00	$ 62,192.00	$ 59,800.00	$ 149,257.00
Golf Tec Rent*	$ 8,424.31	$ 8,259.13	$ 33,697.24	$ 41,295.65	$ 102,271.00
*Reflected in March 2026					
Total Rentals	**$ 24,437.71**	**$ 23,731.13**	**$ 113,764.24**	**$ 118,655.65**	**$ 292,145.00**
Miscellaneous					
Investment Interest	$ 26,194.62	$ 31,725.88	$ 115,848.73	$ 105,746.10	$ 220,000.00
Bank Reconciliation	$ -	$ -	$ -	$ -	$ -
Mat Lease Fees	$ 1,875.00	$ -	$ 9,375.00	$ 9,375.00	$ 28,750.00
Park District Programs	$ -	$ -	$ 21,530.80	$ 12,320.00	$ 17,000.00
Insurance Claims	$ -	$ -	$ -	$ -	$ -
Transfer In	$ -	$ -	$ -	$ -	$ -
Total Miscellaneous	**$ 28,069.62**	**$ 31,725.88**	**$ 146,754.53**	**$ 127,441.10**	**$ 265,750.00**
Grand Totals	**$ 250,807.93**	**$ 302,116.93**	**$ 1,720,907.69**	**$ 2,039,485.23**	**$ 3,728,750.00**

	September 2026	September 2025	2026/2027 YTD	2025/2026 YTD
Total Number of Rounds	**2,069**	**2,555**	**16,036**	**19,276**
# of Balls Hit Automatic Tees	**1,282,927**	**1,333,937**	**7,971,151**	**9,413,069**
# of Balls Hit Grass Tees	**13,700**	**58,660**	**260,450**	**334,035**
Total Ball Hits	**1,296,627**	**1,392,597**	**8,231,601**	**9,747,104**

DES PLAINES PARK DISTRICT
LAKE PARK REVENUE REPORT
September 30, 2026

	September 2026	September 2025	2026/2027 YTD	2025/2026 YTD	2026/2027 Budget
CLUB HOUSE					
Passes/Fees					
Green Fees	$ 16,596.00	$ 24,891.00	$ 114,383.00	$ 144,750.00	$ 175,500.00
Memberships	$ -	$ 350.00	$ 3,400.00	$ 3,700.00	$ 7,000.00
Investment Interest	$ 1,106.76	$ 2,181.25	$ 5,079.26	$ 7,155.28	$ 15,000.00
Bank Reconciliation	$ -	$ -	$ -	$ -	$ 700.00
FootGolf Fees	$ 3,918.00	$ 1,792.00	$ 24,922.00	$ 14,263.00	$ 15,500.00
Total Passes/ Fees	**$ 21,620.76**	**$ 29,214.25**	**$ 147,784.26**	**$ 169,868.28**	**$ 213,700.00**
Instruction/Leagues					
Special Events	$ -	$ 70.00	$ 225.00	$ 495.00	$ 850.00
Instruction - Golf	$ 805.00	$ 75.00	$ 10,151.64	$ 7,141.00	$ 7,400.00
Youth Golf Leagues	$ -	$ -	$ -	$ -	$ 1,000.00
Boating Lessons	$ -	$ -	$ 6,437.00	$ 6,447.00	$ 6,500.00
Total Instruction/Leagues	**$ 805.00**	**$ 145.00**	**$ 16,813.64**	**$ 14,083.00**	**$ 15,750.00**
Pro shop					
Club/Cart Rentals	$ 518.00	$ 924.00	$ 4,243.00	$ 5,886.00	$ 7,600.00
Equipment Sales	$ 110.50	$ 195.00	$ 763.50	$ 779.00	$ 1,200.00
Soccer Ball Rentals	$ 106.00	$ 50.00	$ 736.00	$ 502.60	$ 750.00
Total Pro Shop	**$ 734.50**	**$ 1,169.00**	**$ 5,742.50**	**$ 7,167.60**	**$ 9,550.00**
Rentals					
Optimist Pavilion	$ 2,294.00	$ 2,744.10	$ 17,043.00	$ 20,981.40	$ 25,000.00
Total Rentals	**$ 2,294.00**	**$ 2,744.10**	**$ 17,043.00**	**$ 20,981.40**	**$ 25,000.00**
Boats/Mooring					
Boat Rentals	$ 8,423.00	$ 8,643.00	$ 55,154.43	$ 59,980.50	$ 75,000.00
Mooring/Launching	$ 320.00	$ 230.00	$ 3,155.00	$ 15,177.00	$ 24,000.00
Total Boating/Mooring	**$ 8,743.00**	**$ 8,873.00**	**$ 58,309.43**	**$ 75,157.50**	**$ 99,000.00**
Food Service Sales					
Clubhouse Beverages	$ 1,010.94	$ 930.00	$ 7,263.20	$ 7,917.44	$ 8,200.00
Clubhouse Ice Cream	$ 738.00	$ 552.00	$ 4,844.90	$ 4,328.00	$ 5,400.00
Clubhous Snacks	$ 574.45	$ 376.50	$ 3,874.66	$ 2,364.20	$ 4,400.00
Clubhouse Sandwiches	$ 211.95	$ 132.50	$ 1,561.45	$ 1,200.00	$ 2,200.00
Vending Machines	$ 725.00	$ 464.75	$ 4,783.00	$ 3,897.50	$ 4,400.00
Clubhouse Alcohol	$ 2,887.96	$ 2,735.00	$ 17,620.45	$ 16,065.10	$ 22,000.00
Total Food Service Sales	**$ 6,148.30**	**$ 5,190.75**	**$ 39,947.66**	**$ 35,772.24**	**$ 46,600.00**
TOTAL CLUB HOUSE	**$ 40,345.56**	**$ 47,336.10**	**$ 285,640.49**	**$ 323,030.02**	**$ 409,600.00**
LAKEVIEW CENTER					
Passes/Fees					
Yoga Fees	$ 973.20	$ 2,263.00	$ 11,777.70	$ 9,468.45	$ 35,000.00
Total Passes/ Fees	**$ 973.20**	**$ 2,263.00**	**$ 11,777.70**	**$ 9,468.45**	**$ 35,000.00**
Rentals					
Other Rentals	$ -	$ 500.00	$ 500.00	$ 2,900.47	$ 5,700.00
Lakeview Center Building	$ 21,634.37	$ 22,096.88	$ 118,593.95	$ 137,455.60	$ 275,000.00
Shoreline Room Rental	$ 4,238.50	$ 1,800.00	$ 24,490.50	$ 7,600.00	$ 37,500.00
Total Rentals	**$ 25,872.87**	**$ 24,396.88**	**$ 143,584.45**	**$ 147,956.07**	**$ 318,200.00**
Food Service Sales					
Shoreline Beverages	$ 570.00	$ 84.00	$ 2,664.00	$ 914.40	$ 4,000.00
Shoreline Food Services	$ -	$ -	$ 521.27	$ -	$ 3,250.00
Shoreline Mixed Drink	$ 2,158.00	$ 288.00	$ 7,789.00	$ 3,240.00	$ 10,000.00
Beer	$ 776.00	$ 93.00	$ 2,779.00	$ 979.00	$ 15,000.00
Wine	$ 240.00	$ 128.00	$ 1,168.00	$ 776.00	$ 5,000.00
Beverage Package	$ -	$ 44.73	$ 600.00	$ 68.49	$ 20,000.00
Total Food Service Sales	**$ 3,744.00**	**$ 637.73**	**$ 15,521.27**	**$ 5,977.89**	**$ 57,250.00**
TOTAL LAKEVIEW CENTER	**$ 30,590.07**	**$ 27,297.61**	**$ 170,883.42**	**$ 163,402.41**	**$ 410,450.00**
GRAND TOTAL	**$ 70,935.63**	**$ 74,633.71**	**$ 456,523.91**	**$ 486,432.43**	**$ 820,050.00**

	September 2026	September 2025	2026/2027 YTD	2025/2026 YTD
Number of Golf Rounds	**940**	**1,507**	**7,078**	**8,741**
Number of Foot Golf Rounds	**285**	**143**	**1,800**	**1,036**
				-
Total Number of Rounds	**1,225**	**1,650**	**8,878**	**9,777**

DES PLAINES PARK DISTRICT
MT. VIEW REVENUE REPORT
September 30, 2026

	September 2026	September 2025	2026/2027 YTD	2025/2026 YTD	2025/2026 Budget
Mt. View Adventure Center Revenues					
Investment Interest/Other Insurance Claims	$ 3,271.91	$ 3,946.89	$ 14,633.06	$ 13,043.85	$ 30,000.00
Miscellaneous Income	$ -	$ -	$ -	$ -	$ -
Bank Reconciliation	$ -	$ -	$ -	$ -	$ -
Admissions	$ 16,882.50	$ 21,426.00	$ 178,777.40	$ 203,997.50	$ 260,000.00
Group Reservations	$ 968.00	$ 1,175.00	$ 5,445.50	$ 6,808.00	$ 12,000.00
Batting Cages	$ 2,127.00	$ 4,043.00	$ 28,000.00	$ 32,734.00	$ 48,000.00
Total Mt. View Revenues	**$ 23,249.41**	**$ 30,590.89**	**$ 226,855.96**	**$ 256,583.35**	**$ 350,000.00**
Concession Sales					
Beverage	$ 557.00	$ 543.75	$ 5,410.00	$ 5,681.75	$ 8,300.00
Ice Cream	$ 660.00	$ 786.00	$ 8,522.50	$ 10,318.00	$ 13,200.00
Snacks	$ 433.50	$ 241.00	$ 4,060.66	$ 3,300.50	$ 6,200.00
Total Concession Sales	**$ 1,650.50**	**$ 1,570.75**	**$ 17,993.16**	**$ 19,300.25**	**$ 27,700.00**
Grand Totals	**$ 24,899.91**	**$ 32,161.64**	**$ 244,849.12**	**$ 275,883.60**	**$ 377,700.00**

	September 2026	September 2025	2026/2027 YTD	2025/2026 YTD
Total Number of Rounds	**1,862**	**2,320**	**19,188**	**22,758**

DES PLAINES PARK DISTRICT
ADMINISTRATION REPORT
OCTOBER 20, 2026

Nicole Dale, Director of Administration & HR

Human Resources

- Assisted with staff personnel problems & concerns.
- Completed monthly IMRF and BLS reporting.
- Additional Paycom Module Implementation – Lester has been uploading training videos into Paycom. Setting up a meeting with our rep to organize our training requirements into various groups: full time, part time, parks staff, rec staff, supervisors, etc.
- Working with Paycom to set up a payroll file feed for our MissionSquare Roth IRA.
- Attended Chamber HR Roundtable: Special Opportunities in the Workplace.
- Out of Office: 9/23-9/29 and 10/8-10/9.

Administration:

- Working with staff to respond to FOIA requests timely: 3 requests since last meeting.
- Attended Fall Fest 9/18-9/22 – created binders with manuals, staff schedules, event information, etc. for each event area; communicated safety information prior to the event; served as the police liaison throughout the weekend.
- Reviewed time that staff volunteered at Fall Fest and calculated earned personal time. Lester added personal time to time off banks and sent out letters to staff informing them of their accrued hours.
- Provided staff with information regarding renewing their IPRA membership and signing up for 2027 Soaring to New Heights Conference.
- Attended Culture of Belonging Committee Meeting – planning upcoming lunch and learns, challenges, surveys, etc.

Recruitment & Hiring

- We hired Tim Sears as our Golf & Facilities Supervisor effective 10/5! Tim was a Facility Maintenance I staff. member with previous experience working part time at the Golf Center.
- We posted a Facility Maintenance I position due to an internal promotion. Reviewing resumes.

Risk Management

- Attended Risk Management Committee Meeting.
- Assisted with following up on open property and employee claims.
- Inspected Prairie Lakes Community Center with Lester – Lester submitted all work orders in Basecamp.
- Attended PDRMA Legal Update and Discussion Webinar Series on 9/22/2026.

Liz Vinakos, Superintendent of Administration

Administration

- Completed administration web site updates.
- Moved turtles inside for the winter. Preparing for fixing of leak in the pond.
- Participated in meetings to review budgeted work order software.
- Continuously review cost saving strategies and budget monitoring.
- Board packet preparation, donation preparations, and answering general public inquiries.
- Preparing for IPRA/IAPD conference.
- Pulled all Comprehensive master plan and strategic plan goals and initiatives and placed in tracking sheet. Requested all staff to draft updates and photos for annual update.
- Reviewing options for further tracking and reporting of goals.

Risk Management & Safety (as Safety Coordinator)

✓ *Strategic Goal #7: Strong Risk Management Within the Park District*

- RMR SMART goal: Tom Grey and Associates will be utilized to perform a confined entry inventory across the entire district. This survey will be free of charge to the Park District. Scheduled for October 26th.

- Fall Fest staff did a great job with safety and the event concluded without any incidents or injuries of note.
- Review of compliance training through federal and state regulators to partner with HR on development of training module.
- Continuous review of COI insurance requirements and agreements.

Inclusion Update (as ADA Coordinator)

✓ *Strategic Goal #5: Culture of Belonging*

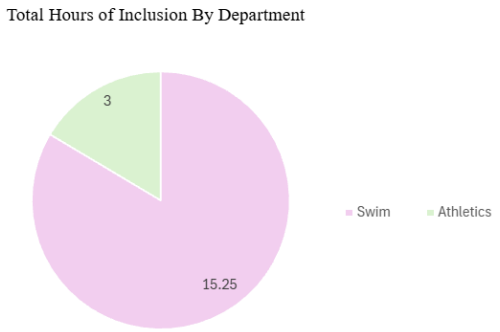
- Continuous partnership with M-NASR on inclusion as needed.
- Working on scheduling time for swim specific inclusion training, and development of training materials with M-NASR.
- Culture of Belonging committee meeting scheduled.

Inclusion Statistics-September 2026

- Following the conclusion of the summer camp season, and staff offboarding as they return to school, we saw a shortage in availability of M-NASR inclusion assistants needed to support our swim and athletics programming. A job post has been posted for a part-time DPPD inclusion assistant specifically for the learn to swim program.

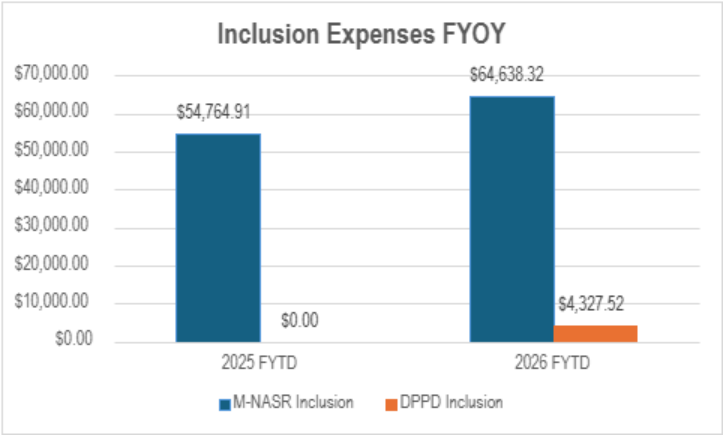
➢ **Participation Statistics (September)**

Participants Utilizing Inclusion Assistants	13
Program Sessions Worked by Inclusion Assistants	13
Total Inclusion Assistants	4



➢ **Program Expense Statistics (2026 Fiscal YTD)**
  - M-NASR Inclusion: $ 64,638.32
  - DPPD Inclusion: $ 4,327.52

➢ **Program Expense Statistics (2025 Fiscal YTD)**
  - M-NASR Inclusion: $ 54,764.91



Committees

✓ *Strategic Goal #5: Culture of Belonging (Culture of Belonging Committee)*

  - Documentation underway for project completion towards strategic goal.

✓ *Strategic Goal #7: Strong Risk Management Within the Park District (Risk Management Committee)*

- Risk Management Committee meeting was held. Locations are now rotated so committee can visit each site and review and practice evacuation procedures.
- Continued review of emergency mapping at PLCC and PLAC. Final documentation in draft.
- Draft documentation has been developed for annual 2026 update towards strategic planning goals.

✓ *Strategic Goal #8: Environmental & Sustainable Practices Throughout the Park District*

- Document in draft for 2026 updates on environmental scorecard and project statuses based on the 2025 Environmental Plan.
- Continuous review of sustainability initiatives as the Green Team committee meets bi-monthly.

Scholarship application update

✓ *Strategic Goal #3, Increase Park District Visibility and Outreach to the Community*

- The Dual Agency Scholarship Award redemption period closed on October 1st.
  - A total of 64 households applied for the program.
  - Des Plaines Park District Funds: **$22,600 awarded**. **$13,700.89 redeemed**.
  - Des Plaines Friends of the Parks Funds: **$28,900 awarded. $23,180.56 redeemed.**
- We are reviewing and updating all application documents, processes and procedures for the 2027 re-opening of the program, and strategizing ways to ensure higher redemption amounts.
- **2026 Year to Date (October 1)**

Scholarship	Calendar Year Budget	Amount Awarded	Amount Redeemed
Des Plaines Park District	$21,600.00	$22,600.00	$13,700.89
DP Friends of the Parks	$28,000.00	$28,900.00	$23,180.56

- **2025 Year to Date Comparison (October 1)**

Scholarship	Calendar Year Budget	Amount Awarded	Amount Redeemed
Des Plaines Park District	$18,000.00	$24,800.00	$17,061.50
DP Friends of the Parks	$28,000.00	$26,927.00	$26,927.50

Lester Caramba, HR Coordinator

Human Resources

- Monitoring claims email inbox for recordkeeping.
- Added staff training courses for the learning management system.

Recruitment & Hiring

- Scheduled 9 I-9 meetings.
- Sent 9 self-onboarding invitations to new employees.
- Activated 5 new employees.
- Re-activated 8 returning employees.

Payroll

- Submitted payroll for the 9/18/2026 and 10/2/2026 paycheck dates.
- An average of 299 employees were paid each payroll.
- Assisted staff in reviewing and resolving payroll discrepancies.

Agenda Item 8

Unfinished Business

- *Algonquin Bridge-Discussion Only*

Agenda Item 9

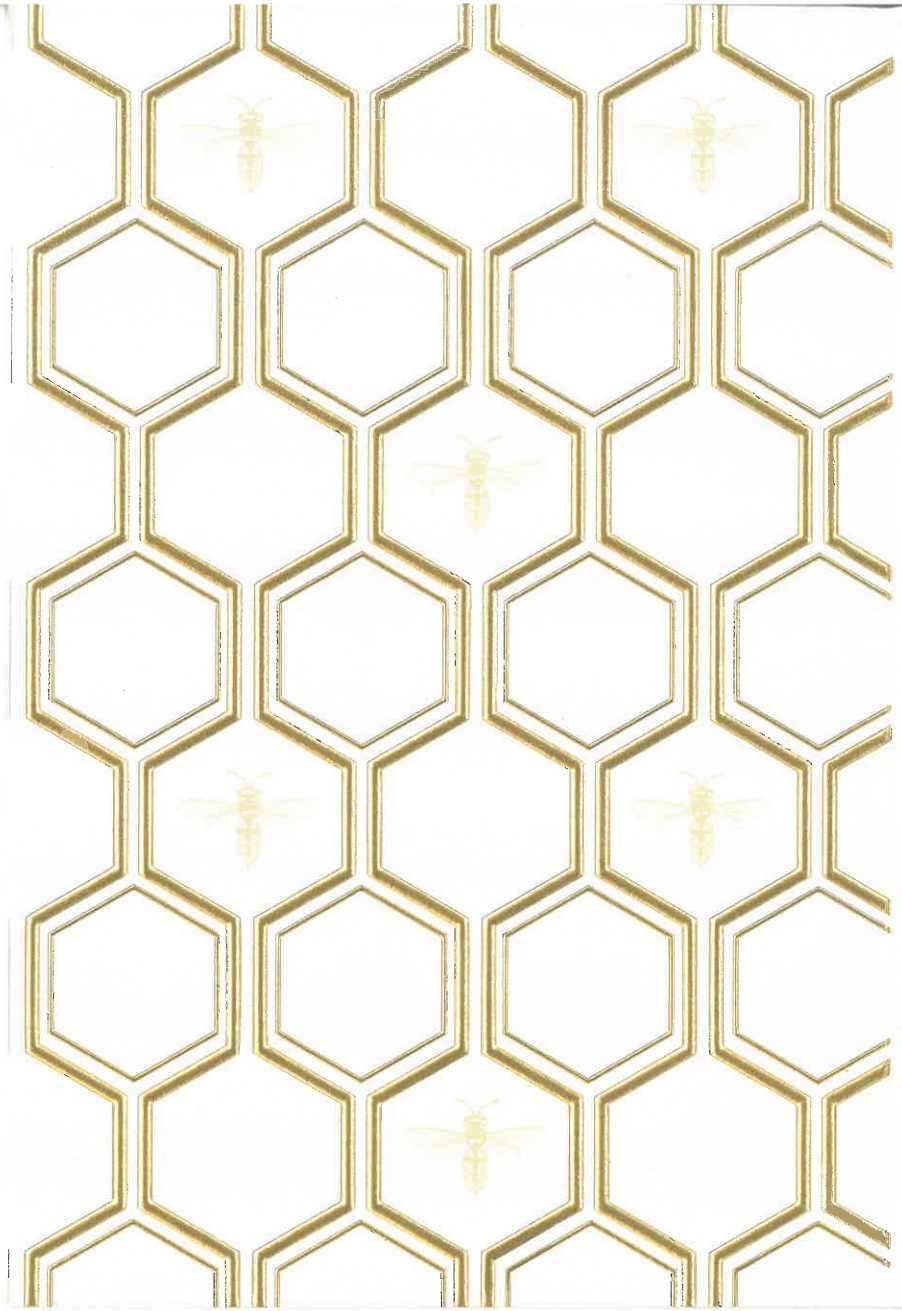
New Business

- *None*

Agenda Item 10

Correspondence

- *Izaak Walton League*



Thank you so much for your generous donation & ongoing support!

From all of us at the DP Izaak Walton League

It's great to know the world is full of such generous people...

like you.

Joe Gallo

Mike Stelkus

Jac Hefund

Jean Tooley

Carol Shannon

Tom Christian

Kyle Norman

KT Peterson

Pam Wolski

Amy Tooley

Patricia Cahill

Agenda Item 11

Commissioner Comments

Agenda Item 12

Executive Session

- *Pursuant to the Open Meetings Act: 5 ILCS 120/2(c)(6) for the purposes of discussing the setting of a price for sale or lease of property owned by the Park District and pursuant to 5 ILCS 120/2(c)(1) for the purposes of discussing personnel matters.*

Agenda Item 13

Return to Open Session

Agenda Item 14

Adjournment