

Skokie Park District Goals 2023-24						
May 1, 2023						
	Start Date	End Date	Responsible Staff	Core Value/Mission Statement Focus	Status	Comments
<b>Administration</b>						
Begin planning for Sports Park East - Hire consultant	Oct-23	Apr-24	Tuft/Guynn	First Rate Facilities		
Host an end of summer staff appreciation BBQ	Sep-23	Sep-23	Tuft/Amato/Gualano Guynn/Schmidt	Teamwork		
Hire Part-time Sustainability Coordinator	Sep-23	Sep-23	Tuft/Gualano/Guynn	Environmental Stewardship		
Review and update Personnel Policy Manual	Jul-23	Jul-23	Gualano/Tuft	Sound Fiscal Management		
Reinstitute the Diversity Committee and serve as committee head.	May-23	Apr-24	Amato	Inclusiveness/Teamwork		
Continue addressing Native park names by meeting with tribes	May-23	Apr-24	Tuft/Guynn	Inclusiveness/Service/Openness	In progress	
Update Resident/Non-resident Fee Policy	Aug-23	Aug-23	Tuft/Labus/Amato	Sound Fiscal Management		
Update Environmental Policy	Nov-23	Apr-24	Tuft/Guynn/Hansen	Environmental stewardship		
Approve Social Equity Policy	Jul-23	Jul-23	Gualano/Tuft	Inclusiveness		
Create and implement a referral and incentive program for part-time and full-time staff	May-23	Apr-24	Labus/Gualano	Service/Innovation		
Enhance the BEE Kind; Kindness Ambassador Program for camp 2023 by adding "Bucket Filling" and continue this initiative throughout the school year in other programs	1-May	Apr-24	Amato/Labus	Inclusiveness		
Create a DEI calendar that highlights all the events and programs throughout the year	May-23	Apr-24	Amato/Labus	Inclusiveness		
Market, implement, and successfully communicate with parents through the myCAMPapp for camp	1-May	Aug-23	Amato/Labus	Innovation/Commitment		
Initiate a cost analysis for special events throughout the district to track consistency	May-23	Apr-24	Amato/Labus	Commitment		
Provide a 'Who's Who' document for the part-time and full-time new hire onboarding	May-23	Feb-23	Labus/Gualano	Service		
<b>Capital Improvement Projects</b>						
<b>Note: Some capital projects are under facility goals</b>						
Oversee Central Park renovation	May-23	Sep-23	Hacker/Guynn	First Rate Facilities		
Plan Lawler Park renovations and begin demolition	May-23	Apr-24	Guynn	First Rate Facilities		
Plan Pawnee Park renovations and begin demolition	May-23	Apr-24	Guynn	First Rate Facilities		
Oversee Oakton Park pickleball court project	May-23	Nov-23	Hacker/Guynn	First Rate Facilities		
Oversee backstop replacements at Devonshire, Gross Point and Lockwood	Jul-22	Oct-22	Guynn	First Rate Facilities		
Oversee tennis court repairs at Laramie, Central, Terminal and Schack	Jun-23	Oct-23	Hacker/Guynn	First Rate Facilities		
Oversee basketball court repairs at Seneca, Mulford, Tecumseh and Laramie	Jun-23	Oct-23	Hacker/Guynn	First Rate Facilities		
Oversee Weber employee parking lot improvements	Jun-23	Oct-23	Guynn	First Rate Facilities		
<b>Park Services</b>						
Install Skokie Sports Park East native plantings/apiary/woodchip path	May-23	Nov-23	Hallm/Riely/Guynn	Environmental Stewardship/Beautiful Open Spaces		
Replace ballfield sideline turf at Devonshire, Gross Point and Lockwood	Aug-23	Dec-23	Gacki/Hallm	First Rate Facilities		
Purchase and deploy vehicle replacements 32, 8 and 18	May-23	Oct-23	Hacker/Becoja	First Rate Facilities		
Renovate sign beds at Central Park, Lockwood, and Oakton Pool	May-23	Aug-23	Hallm	Environmental Stewardship/Beautiful Open Spaces		

Complete and submit OSLAD grant materials for Central Park	May-23	Dec-23	Guynn	Innovation/Sound Fiscal Management		
Install solar panels at Park Services	May-23	Sep-23	Guynn	Environmental Stewardship/Sound Fiscal Management		
Install Central Park retaining wall	Jun-23	Sep-23	Hallm	First Rate Facilities		
Install tennis court hitting wall	Jun-23	Nov-23	Hacker	First Rate Facilities		
Install Port a potty enclosures at McNally	Jun-23	Apr-24	Hacker	First Rate Facilities		
Create virtual park tours	May-23	Apr-24	Guynn	Innovation	Underway	These are being completed as time allows.
<b>Business Services/IT</b>						
Meet or exceed FY 2023-2024 budget	May-23	Apr-24	Staff/WGS	Sound Fiscal Management		
Complete audit by September 1	Jul-23	Sep-23	WGS/NLP	Sound Fiscal Management		
Hire Business Services Manager (new position)	Jul-23	Nov-23	WGS/MT/SG	Innovation/Commitment		
Evaluate and make necessary improvements to IT department	May-23	Apr-24	WGS/MT/SG	Sound Fiscal Management		
Implement Multi Factor Authentication System	May-23	Jul-23	IT/WGS	Innovation/Commitment		
Implement KnowBe4 Security awareness training	May-23	Jul-23	IT/Staff	Service/Innovation		
Migrate RecTrac Server to the cloud and host with Vermont	Sep-23	Sep-23	IT	Service/Commitment		
Hire a new IT manager	Sep-23	Oct-23	WGS/MT/SG	Innovation/Commitment		
Create a Server Maintenance Policy	May-23	Aug-23	IT/WGS	Innovation/Commitment		
<b>Recreation, Revenue Facilities, Safety and Marketing</b>						
<b><u>Aquatics</u></b>						
Complete pump inspections and develop a repair/replacement plan	Sep-23	Apr-24	Runkle	First Rate Facilities		
Reestablish indoor swim lessons	Sep-23	Apr-24	Runkle/Bidstrup	Service		
Develop one new special event	May-23	Apr-24	Runkle/Bidstrup	Service/Innovation		
Fix drop slide leak at Devonshire Pool	May-23	Aug-23	Runkle/Guynn	First Rate Facilities		
<b><u>Athletics</u></b>						
Develop and implement a new marketing plan and program schedule for Oakton's Outdoor Pickleball Courts	Aug-23	Apr-24	DeLeonardis/Bottorff/Labus	Service		
Research and review the implementation of court reservation system for pickleball and tennis	May-23	Apr-24	DeLeonardis/Labus	First Rate Facilities	Underway	
Conduct post season meetings with affiliate groups to discuss field issues, scheduling, and improvements for next season.	May-23	Apr-24	DeLeonardis	Service		
Schedule quarterly affiliate meetings to discuss field issues, scheduling, and improvements.	May-23	Apr-24	DeLeonardis	Service		
<b><u>Devonshire Cultural Center</u></b>						
Complete dance floor improvements	Aug-23	Feb-24	Horwitz/Goldberg/Amato/Guynn	First Rate Facilities		
Replace oven	May-23	Aug-23	/Robinson/Horwitz/Hacker	First Rate Facilities		
Purchase mobile stage lighting/skirting	May-23	Apr-24	Horwitz/Poulos	First Rate Facilities	Underway	Stage skirt ordered.
Reglaze windows	May-23	Sep-23	Hacker	First Rate Facilities		
Create and provide an onboarding welcome video for new Devonshire staff	May-23	Sep-23	Horwitz	Commitment	Underway	Completing the script and setting up schedule with videographer

<b><u>Emily Oaks Nature Center</u></b>						
Install carport	Sep-23	Apr-24	Hansen/Hacker	First Rate Facilities		
Repair deck	Sep-23	Apr-23	Hansen/Hacker	First Rate Facilities		
Complete the revisions and updates to the Land Management Plan	May-23	Apr-24	Hansen	Commitment		
Develop a schedule to reopen the Woodland Wander Inn art shows.	May-23	Aug-23	Hansen	Service	Underway	Art shows will resume in summer 2023.
Update the Emily Oaks Facility Operations manual with all information needed for annual operations, maintenance, and emergencies.	Jan-24	Apr-24	Hansen	Commitment		
Pursue relations with neighboring utilities to work more cooperatively on reducing the influx of invasive species onto the Emily Oaks grounds. This would include ComEd, Nicor, CTA and Village of Skokie.	May-23	Apr-24	Hansen	Commitment/environmental Stewardship		
Develop a plan for thinning the oaks at Emily Oaks. This includes researching and calculating optimal tree density and identifying appropriate trees for removal by size, age and health. Monitor results.	Nov-23	Apr-24	Hansen	Commitment/Environmental Stewardship		
<b><u>Marketing</u></b>						
Roll out a large, extended marketing campaign for Trackman.	May-23	Oct-23	Hejnowski/Bottorff	Innovation	Underway	
Update website program pages pending WebTrac upgrade (IT), utilizing much more class information and tabs for different seasons	May-23	Apr-24	Bottorff/Catania/Pozner	Innovation		
Re-train recreation and facility staff on brochure preparation.	May-23	Apr-24	Bottorff/Pozner/Walker	Service	Underway	All facilities and most parks are complete.
Manage the Fitness First illuminated sign project; exterior wall of the Weber Center	Jul-23	Apr-24	Bottorff	Innovation/first rate facilities		
Roll out the e-news marketing campaign for the myCamp app	May-23	Jul-23	Bottorff/Labus/Amato	Service	Underway	
Conduct deep-dive marketing plan meetings with Fitness First and Devonshire	Jan-23	Apr-24	Bottorff/Bever/Horwitz	Innovation		
Create and maintain read-me outlines for brochure programmers	May-23	Jun-23	Pozner	Commitment	Completed	
Coordinate marketing message for facility rentals with alcoholic beverages	Sep-23	Apr-24	Labus/Guynn/Bottorff	First Rate Facilities/ Service		
Redo shelter/facility rentals page on website	Sep-23	Apr-24	Bottorff	Innovation		
<b><u>Oakton Community Center</u></b>						
Repair roof	Jun-23	Oct-23	Hacker	First Rate Facilities		
Install 2nd Floor East/West program room flooring	May-23	Jun-23	Hacker/Guynn	First Rate Facilities	Completed	
Select and install Exploritorium exhibit	May-23	Dec-23	Fletcher/Mergler	First Rate Facilities	Underway	Working with Luci Design on a toddler zone concept.
Partner with supervisors to utilize the third bus to save on expenses, accommodate waitlists, and/or increase revenues.	May-23	Jun-23	Fletcher	Commitment / Sound Fiscal Management		
<b><u>Pooch Park</u></b>						
Plan and implement Pooch Park improvements, including public input	May-23	Apr-24	Guynn/Tuft	First Rate Facilities		
<b><u>Skatium</u></b>						
Redevelop the hockey house league program	May-23	Apr-24	VonHelms/Hockey Director	Service	Underway	Review redevelopment upon hiring new Hockey Director.
Train additional staff to sharpen skates	May-23	Apr-24	VonHelms	Service		
Research and plan for locker room and shower improvements	May-23	Apr-24	VonHelms	First Rate Facilities		
Create an inventory list of tools and tools needed for the Skatium	May-23	Apr-24	VonHelms/Bonnet	Service		
Hire and train a new Hockey Director	Jun-23	Jul-23	VonHelms	Service		

<b><u>Skokie Heritage Museum</u></b>						
Update, enhance, and promote the Historic Downtown Skokie Walking and Bike Tours	May-23	Dec-23	New Manager	Innovation	In progress	Revamped tours and added tours will be added to the Fall and Winter program guides.
Implement an Indigenous People's Celebration Event in November 2023	May-23	Nov-23	New Manager	Inclusiveness		
<b><u>Sports Park/Golf</u></b>						
Install new tent flooring	May-23	Jul-23	Hejnowski/Savoie/Guynn	First Rate Facilities		
Repair hitting structure roof	Aug-23	Apr-24	Hejnowski/Guynn	First Rate Facilities		
Replace mini golf carpeting	May-23	Jul-23	Hejnowski/Guynn	First Rate Facilities		
Purchase additional tarp walls/heaters for more stations	Sep-23	Apr-24	Hejnowski/Guynn	First Rate Facilities		
Install and maintain new grass tee area and expand in offseason	May-23	Apr-24	Hejnowski/Savoie	First Rate Facilities		
Install indoor simulator	May-23	Nov-23	Hejnowski/Hacker/Guynn	Innovation/First Rate Facilities		
Develop promotional materials to leverage Trackman	May-23	Dec-23	Hejnowski/Quinlan/Bottorff	First Rate Facilities		
Hire additional golf pros or instructors	May-23	Apr-24	Hejnowski	Service		
Develop Trackman league and Trackman special events	May-23	Apr-24	Hejnowski/Quinlan	Service		
Install updated station monitors	May-23	Jul-23	Hejnowski/Quinlan	First Rate Facilities		
Install range turf circles	May-23	Jul-23	Hallm/Guynn	First Rate Facilities		
Install ball dispenser and develop brick tee hitting area	May-23	Jul-23	Hacker/Hejnowski	First Rate Facilities		
Replace WGC golf garage door	May-23	Aug-23	Savoie/Guynn	First Rate Facilities		
Purchase picnic table and bench replacements for SSP and WGC	May-23	Jul-23	Guynn	First Rate Facilities		
Establish reservation system for range bays	May-23	Jul-23	Hejnowski/Guynn	First Rate Facilities		
Replace mini golf carpeting	May-23	Jun-23	Hejnowski/Guynn	First Rate Facilities	Underway	
<b><u>Tot Learning Center</u></b>						
Refurbish playgrounds - east and west play equipment	May-23	Sep-23	Hacker/Lechowicz/Guynn	First Rate Facilities		
Replace flooring -hallways, offices, classrooms	Aug-23	Aug-23	Khan/Amato/Guynn	First Rate Facilities		
Implement a communication app for teachers and parents	May-23	Dec-23	Khan/Amato/Labus	Commitment		
<b><u>Weber/Fitness First</u></b>						
Replace Fitness First exercise equipment	May-23	Jun-23	Bever/Guynn	First Rate Facilities		
Renovate west corridor bathrooms and second floor bathrooms	Oct-23	Apr-23	Guynn/Brontly	First Rate Facilities		
Install solar panels	May-23	Nov-23	Guynn	Environmental Stewardship/Sound Fiscal Management		