



Municipal Directory

Table of Contents

Updated 2021

	Page #
1. Mission Statement	2
2. Organizational Chart	3
3. Operating Budget	4
4. Park and Facilities Location	6
5. Employees	7
6. Board of Commissioners and Administrative Staff	8
7. District Goals, Short Term and Long Term	10
8. Freedom of Information Act	26
9. Annual Report	28

Mission Statement

Vision

The Skokie Park District envisions a community where all its residents enjoy a high quality of life through leisure time pursuits, beautiful open spaces, and first-rate facilities.

Mission

The Skokie Park District will realize its vision through teamwork, community partnerships, sound fiscal management, and creativity in every area of its operation.

Core Values

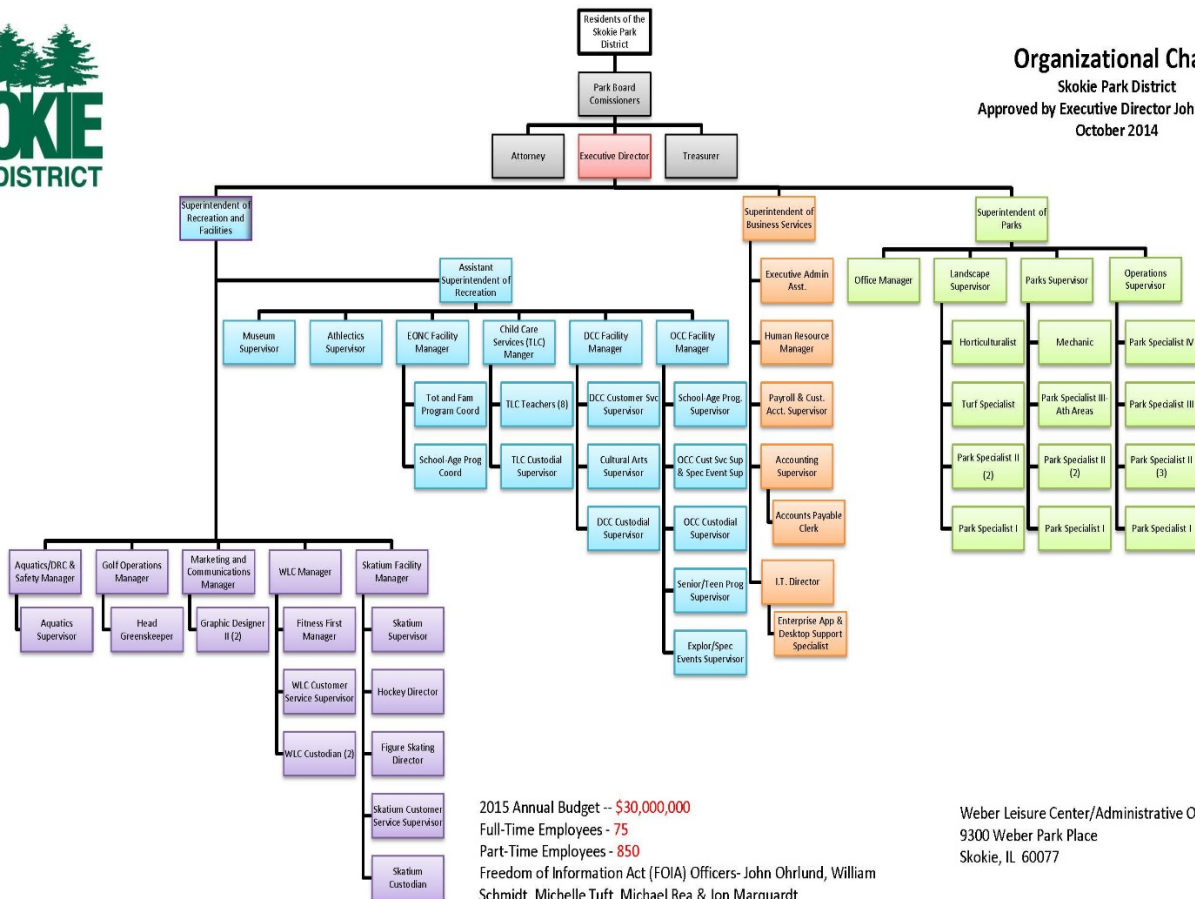
The Skokie Park District will fulfill its mission through:

- Commitment
- Environmental Stewardship
- Inclusiveness
- Innovation
- Integrity
- Openness
- Service

Organizational Chart



Organizational Chart
 Skokie Park District
 Approved by Executive Director John Ohrlund
 October 2014



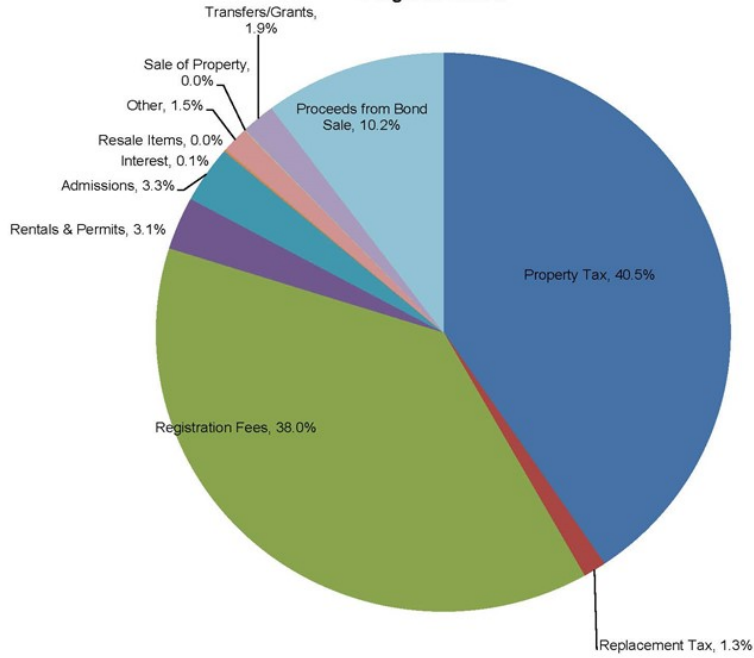
2015 Annual Budget -- \$30,000,000
 Full-Time Employees - 75
 Part-Time Employees - 850
 Freedom of Information Act (FOIA) Officers- John Ohrlund, William Schmidt, Michelle Tuft, Michael Rea & Jon Marquardt
 Requests under the FOIA may be submitted in writing to any of these FOIA officers via email (foia@skokieparks.org), fax (847-674-9201), regular U.S. mail, delivered in-person. Black-and-white copies (50) are available for free. Additional copies: (\$.15) per page.

Weber Leisure Center/Administrative Offices
 9300 Weber Park Place
 Skokie, IL 60077

Operating Budget

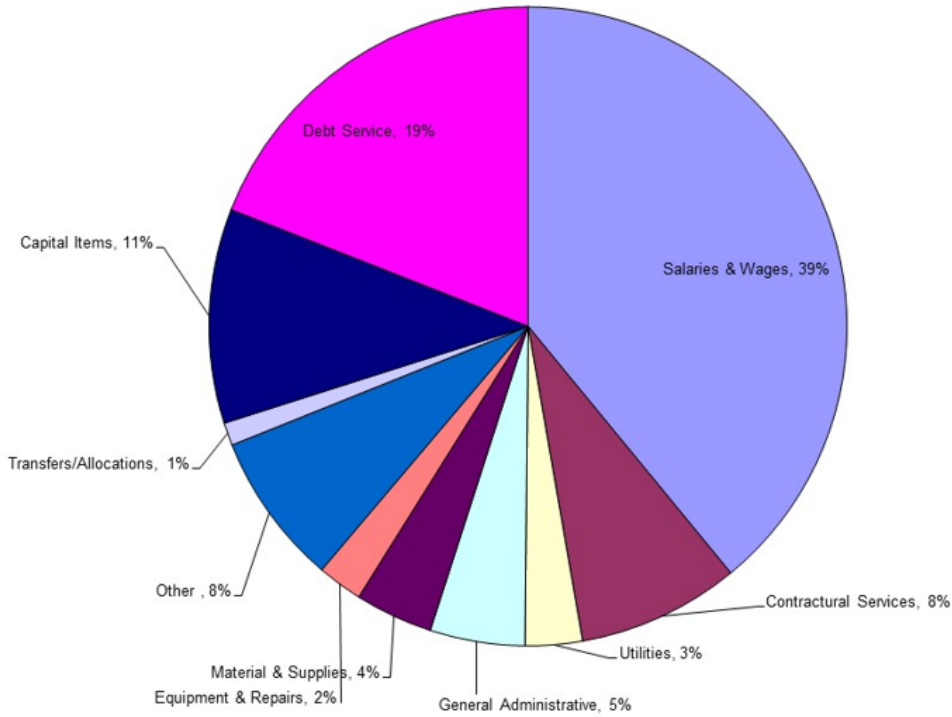
		Skokie Park District Revenue/Expense Summary FY 2020-2021 Budgets							
3/4/2020									
Fund #	Fund Title	Actual Fund Bal. 4/30/2019	Estimated FY 2020 Net Balance	Estimated Fund Balance 4/30/2020	FISCAL Revenues	YEAR Expenses	2020-2021 Transfers/ Capital	BUDGET Net	Budgeted Fund Bal. 4/30/2021
Operating Funds Only:		-							
10	Corporate	3,465,103	101,073	3,566,176	4,171,345	4,199,626	-	(28,281)	3,537,895
20	Recreation	3,126,421	162,099	3,288,520	7,799,613	7,363,097	(480,500)	(43,984)	3,244,536
40	Rev Facilities	(754,090)	(208,835)	(962,925)	6,103,086	6,071,836	-	31,250	(931,675)
55	Museum	327,392	(22,786)	304,606	944,649	1,019,384	-	(74,735)	229,871
Total Operating Funds only		6,164,826	31,551	6,196,377	19,018,693	18,653,943	(480,500)	(115,750)	6,080,627
Other Type Funds:									
50	Spcl Rec	68,224	(14,282)	53,942	753,727	811,431		(57,704)	(3,762)
60	IMRF	104,727	45,096	149,823	544,873	619,048		(74,175)	75,648
65	Liability	7,911	(30,731)	(22,820)	476,013	469,556		6,457	(16,363)
70	Social Security	(56,500)	42,812	(13,688)	835,222	782,800		52,422	38,734
80	Audit	4,786	(539)	4,247	38,348	40,000		(1,652)	2,595
90	Bond & Int	(152,915)	24,549	(128,366)	5,191,037	5,171,683		19,354	(109,012)
Total Other Type Funds		(23,767)	66,905	43,138	7,839,220	7,894,518	-	(55,298)	(12,160)
Capital Expense Funds:									
11	Bldg Imp	1,158,124	1,456,942	2,615,066	356,100	2,627,300	(157,000)	(2,428,200)	186,866
12	Vehicle/Eqpt Re	7,563	38,844	46,407	10,240	209,150	157,000	(41,910)	4,497
91	Major Projects	(3,692,219)	3,340,845	(351,374)	351,374	-		351,374	-
Total Capital Funds		(2,526,532)	4,836,631	2,310,099	717,714	2,836,450	-	(2,118,736)	191,363
Total All Funds		3,614,527	4,935,087	8,549,614	27,575,627	29,384,911	(480,500)	(2,289,784)	6,259,830
									6,259,830

**SKOKIE PARK DISTRICT
FY 2020-2021
Budget Revenues**



**SKOKIE PARK DISTRICT
FY 2021-21
BUDGET EXPENDITURES**

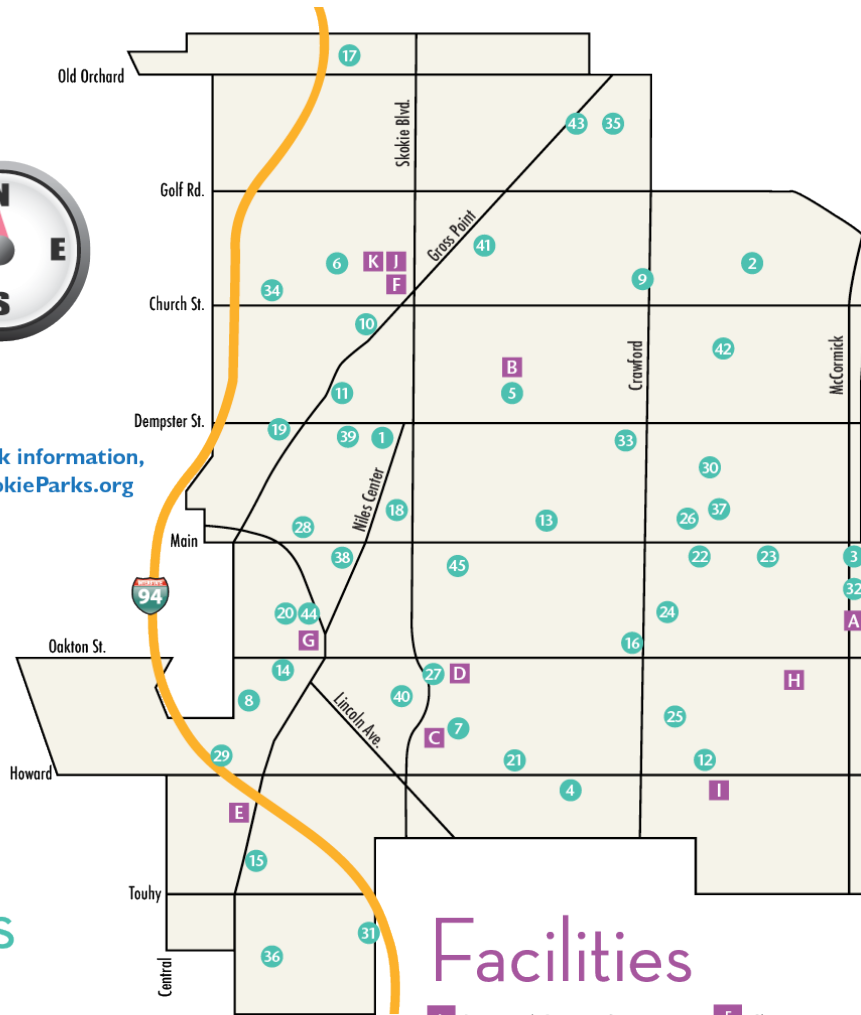
**SKOKIE PARK DISTRICT
FY 2020-2021
Budget Expenditures**



Park and Facilities Locations



For more park information, visit www.SkokieParks.org



Parks

- 1 Carol Park
- 2 Central Park
- 3 Channelside Park
- 4 Chippewa Park
- 5 Devonshire Park
- 6 Emerson Park
- 7 Emily Oaks Nature Center
- 8 George St. Parkway
- 9 Gleiss Park
- 10 Gross Point Park
- 11 Gross Point & Terminal Park
- 12 Hamlin Park
- 13 Kawaga Garden
- 14 Klehm Park
- 15 Laramie Park
- 16 Lauth Park
- 17 Lawler Park
- 18 Lee Wright Park
- 19 Lockwood Park
- 20 Lorel Park
- 21 Lyon Park
- 22 Main Hamlin Tennis Complex
- 23 McNally Park
- 24 Menominee Park
- 25 Mulford Park

- 26 Navajo Park
- 27 Oakton Park
- 28 Pawnee Park
- 29 Peccia Park
- 30 Playtime Park
- 31 Pohatan Park
- 32 Pooch Park
- 33 Seneca Park
- 34 Sequoia Park
- 35 Shabonee Park
- 36 Schack Park
- 37 Shawnee Park
- 38 Skokie Park Tennis Center and Garden Plots
- 39 Skokie Valley Trail Exercise Station
- 40 Tecumseh Park
- 41 Terminal Park
- 42 Timber Ridge Park
- 43 Weissburg Park
- 44 Veterans Park
- 45 Winnebago Park

Facilities

- A** Dammrich Rowing Center
Pooch Park
3220 Oakton St., ext. 2200
- B** Devonshire Cultural Center
Devonshire Aquatic Center
Devonshire Playhouse
Devonshire Preschool
4400 Greenwood St., ext. 2400
- C** Emily Oaks Nature Center
4650 Brummel St., ext. 2500
- D** Oakton Community Center
Senior Lounge
The Exploritorium
Skokie Water Playground
4701 Oakton St., ext. 2700
- E** Park Services Center
7500 Frontage Rd., ext. 2800
- F** Skatium Ice Arena
9340 Weber Park Pl., ext. 2900
- G** Skokie Heritage Museum
8031 Floral Ave., ext. 3000
- H** Skokie Sports Park
3459 Oakton St., ext. 3100
- I** Tot Learning Center
3701 Howard St., ext. 3400
- J** Weber Leisure Center
Fitness First! Health Club
Administrative Offices
9300 Weber Park Pl., ext. 3500
- K** Weber Park Golf Course
9350 Weber Park Pl., ext. 3600

Employees



DATE: May 6, 2021

TO: Michelle Tuft, Executive Director

FROM: Lynn Seebacher, Human Resource Manager

As of today, we have a total of 739 active employees. The employee count is broken down as follows:

<i>Employee Type</i>	<i>Number of Employees</i>
Full-time	72
Part-time/Seasonal	667
Total	739

Message from the President

Summer Shines in Skokie

I am truly excited about this summer, as the world begins to beat back this pandemic and we all begin a careful return to normal activities. Now, with outdoor movies, shows, concerts and Skokie Festival of Cultures Mini-Events filling up the district's summer calendar — as well as hundreds of classes and program offerings — the Skokie Park District is here to make your summer special!

The season officially kicks off in Skokie this year in May, with many special events and one-day workshops (see pages 4–16), as well as the district's regular summer programs, most of which begin in June. In addition, don't forget to check out both the Skokie Water Playground and the Devonshire Aquatic Center, as well as golf at the Weber Park Golf Course and at Skokie Sports Park's golf range.

Also, be sure to drop by the Exploritorium, our popular interactive indoor playground for kids; the Fitness First health club at the Weber Leisure Center; and the Skatium Ice Arena for public sessions.

Finally, nine of the district's neighborhood parks are set for playground renovation this spring and summer. They include Carol, Gross Point, Hamlin, Navajo, Peccia, Playtime, Pohatan, Shabonee and Tecumseh Parks. All of these playgrounds will be uniquely and safely designed with state-of-the-art play structures and surfaces.

On behalf of the board of commissioners, I wish you and your family a wonderful and safe summer in Skokie!

Sincerely,

Susan Aberman,
President, Skokie Park District Board of Commissioners



Vision
The Skokie Park District envisions a community where all of its residents enjoy a high quality of life through leisure time pursuits, beautiful open spaces, and first-rate facilities.

Mission
The Skokie Park District will realize its vision through teamwork, community partnerships, sound fiscal management, and creativity in every area of its operation.

Core Values
The Skokie Park District will fulfill its mission through:
• Commitment • Openness
• Service • Innovation • Integrity
• Environmental Stewardship
• Inclusiveness

Skokie Park District Board of Commissioners



Susan Aberman
President



Mike Reid
Vice President



Minal Desai
Commissioner



Ezra Jaffe
Commissioner



Mary Oshana
Commissioner

Registration, Jobs + Contacts

Register Online or Walk-In

Log onto SkokieParks.org and register for almost any course. Seasonal online and walk-in resident registration begins at 8:30 a.m. on 2/15, 5/15, 8/15 and 12/15. Non-resident registration begins at 8:30 a.m. on 2/22, 5/22, 8/22 and 12/22. A legal guardian must sign for individuals younger than 18 years. First time customers may sign-up and register online but will be charged non-resident rates. Your residency status will be changed, and a refund given, when you show proof of Skokie residency at any Skokie Park District facility. Walk-in enrollment will be confirmed with a receipt.

Visit www.SkokieParks.org. In the center of the page, click “Register”

For district registration policies, visit: skokieparks.org/programs/program-registration-cancellation-and-refunds/



Job Opportunities at the Skokie Park District

Visit SkokieParks.org/jobs or call Lynn Seebacher, Human Resources Manager at (847) 674-1500 ext. 2110. The Skokie Park District is an equal opportunity employer.

Skokie Park District Contacts

Administrative Team..... (847) 674-1500, ext. 2100
 Michelle Tuft, CPRE Executive Director
 Corrie Guynn, CPRP Superintendent of Parks
 Breanne Labus, CPRP Superintendent of Recreation
 Jon Marquardt, CPRP Superintendent of Facilities
 William Schmidt, CPA Superintendent of Business Services

Aquatics & Dammrich Rowing Center ext. 3200
 Scott Runkle, CPRP.....Risk Mgmt and Special Facilities Manager

Business Services.....ext. 2100
 Ahmad AliIT Systems Support Manager
 David Hunt..... Director of IT & Information Security
 Ann Perez..... Executive Administrative Assistant
 Nancy Portillo Senior Accounting Manager
 Lynn Seebacher, PHR.....Director of Human Resources
 Sonia TraversoAccounts Payable Clerk

Communications, Marketing & Sponsorshipext. 2100
 Jim Bottorff Director of Communications & Marketing
 Diane Hardy..... Corporate Sponsorship Coordinator
 Rachel PoznerGraphic Artist
 Scott Walker.....Graphic Artist

Devonshire Cultural Center ext. 2400
 Robin Horwitz, CPRE.....Facility Manager
 Rick Flintz, CPRPProgram Supervisor
 Heidi Luksa..... Preschool Director
 Caryn Watson, APRPProgram & Customer Service Supervisor

Emily Oaks Nature Center..... ext. 2500
 Lee Hansen.....Facility Manager
 Cassie SchaefferSchool-Age Program Coordinator
 Alison Robbins Tot Program Coordinator
 Karen Taira.....Family and Adult Program Coordinator

Oakton Community Center.....ext. 2700
 Crystal Haben, CPRPFacility Manager
 Aryn Fletcher, CPRP.....SPACE Program Manager
 Janeen Gorelick..... Active Adult Program Coordinator
 Serena Tyler, CPRPOakton Recreation Supervisor
 Michael VanDenBosch Exploritorium & Events Supervisor
 Pamela Zeid, CPRPProgram & Customer Service Supervisor

Park Services ext. 2800
 Steve Ames..... Landscape Supervisor
 John Gacki, CPRP..... Parks Supervisor
 Jeff Hacker, CPSI Operations Supervisor
 Dima Kirland, CPRP Park Services Office Manager & IT Support

Skatium Ice Arena ext. 2900
 Kurt von Helms, CITFacility Manager
 Brandi LueckeAssistant Facility Manager
 Steve Glickman Hockey Director
 Christine Hathaway..... Figure Skating Director
 Iris Levin.....Customer Service/Office Assistant

Skokie Heritage Museum ext. 3000
 Amanda Hanson-Putziger, CPRP Museum Manager

Skokie Sports Parkext. 3100
Weber Park Golf Course ext. 3600
 Richard Lee Golf Operations Manager
 Chris Pytell PGA Golf Professional
 Jon Savoie Golf Superintendent

Tot Learning Center ext. 3400
 Fouzia Khan Childcare Services Manager

Weber Leisure Center ext. 3500
 Mary AmatoFacility Manager
 Jennifer Bever, MS, CPRP Fitness First Manager
 Bob DeLeonardis..... Athletics Supervisor
 Kim WilsonProgram & Customer Service Supervisor

District Goals

Skokie Park District Goals 2020-21

May 1, 2020

(updated November 2020)

	Start Date	End Date	Responsible Staff	Core Value/ Mission Statement Focus	Status	Comments
Administration						
Update refund and pass hold request procedures to accommodate online and phone in options	Jul-20	Sep-20	Labus/Amato	Service	In-progress	Activity Modification Form and Refund Policy have been updated. Pass hold request will be created.
Reevaluate fee assistance program and provide online access on website	Aug-20	Sep-20	Matos/Labus/Bottorff	Inclusiveness	Complete	Fee assistance application, scales, and information has been updated. Information is now available on the SPD website.
Complete a district wide equity audit (if funding is available)	Aug-20	Dec-20	Tuft/Marquardt	Service	In-progress	Staff has 3 proposals, in the process of determining which one suits the needs of the District.
Provide SEED training for additional staff members through Skokie Cares	Oct-20	Apr-20	Tuft	Service/Inclusiveness	In-progress	Michelle Tuft and Mary Amato are enrolled.
Determine use of forest preserve property along Church Street	Dec-20	Apr-21	Tuft/Guynn	First Rate Facilities	On hold	Planning is on hold until funding is available.
Begin Distinguished Agency reaccreditation process	Oct-20	Oct-22	Admin Team	Innovation/Commitment	In-progress	We will apply in January for a 2021 recertification. COVID-19 Staff Training PowerPoint is available for staff to customize for facility trainings. Budget worksheets provided to Facility Managers to require staff to follow.
Enhance staff trainings by providing tools and universal templates for staff to use	May-20	Apr-21	Labus	Teamwork/Commitment	In-progress	IT has created forms to be uploaded in applitrack. IT will need to work with HR to see if we want to incorporate this into the on boarding.
Upload all new hire paperwork on applitrack for digital completion	Jul-20	Sep-20	Hunt/Labus	Service	In-progress	Survey for camp 2021 was sent to parents and posted publicly on social media in October 2020.
Update camp survey to provide guidance for 2021 summer camp offerings	Aug-20	Apr-20	Labus	Service/Commitment/ Innovation	Complete	GO! Skokie Program began September 1, 2020. There were 280+ people registered.
Implement a walking and movement initiative program community wide for fall 2020.	Aug-20	Sep-20	Labus	Service/Innovation	Complete	
Develop and implement a Juneteenth program with assistance of various community groups	20-Nov	May-21	Marquardt	Partnerships/Inclusiveness	In-progress	The Board approved the Alcohol ordinance on August 18. This ordinance allows select facilities to serve and sell alcohol.
Implement alcohol policy throughout the district	20-Jul	Aug-20	Marquardt	Service	Completed	
Work with Oakton Center Manager to provide ACE's training to staff	Aug-20	May-21	Marquardt/Haben	Teamwork/Commitment	In-progress	Rate Our Programs, Services, and Facilities survey has been updated and is available/fillable on the webpage instead of using survey monkey. A QR code is linked to the survey for quick and easy access for the customers.
Enhance evaluation procedures for programs and events	Sep-20	Apr-21	Labus	Service	Complete	
Capital Improvement Projects						
Note: Some capital projects are under facility goals						
Laramie Park - construction and closeout	Oct-19	Jan-21	Guynn	First Rate Facilities	Ongoing	Construction is completed aside from several small punch list items. We should be applying for final OSLAD funds in December/January.
Oversee installation of backstops at Lyon/Laramie east	May-20	Oct-20	Guynn	First Rate Facilities	On hold	The Laramie east backstop was installed. The Lyon park backstop is on hold.
Devonshire roof replacement	Oct-20	Apr-21	Guynn/Hacker/Horwitz	First Rate Facilities	On hold	This project is currently on hold with a tentative start date of April 2021.
Asphalt Improvements-Devonshire/Sequoia/TLC/Lorel basketball court/Central path/SPTC/Weber/Laramie west lot	May-20	Aug-20	Guynn	First Rate Facilities	Completed	This project was completed in August.
Emily Oaks Nature Center						
Replace floor tile, various rooms	May-20	Jul-20	Hansen/Guynn	First Rate Facilities	Completed	This project was completed in the summer of 2020.
Park Services						
Develop a formal Commemoration Program for memorial benches, tree donations and brick donations at Skokie Heritage Museum, Veteran's Park and the Skatium	May-20	Oct-20	Guynn/Kirland/Ames/ Catania/Hanson/Marketing	Service	Completed	This program went live in late summer and has been used for several bench plaques, bricks, and trees already.
In-house removal of playground equipment, sand surfacing, amenities and installation of new amenities and play surfacing at Gross Point/Navajo/Carol/Tecumseh	Feb-20	Apr-20	Guynn/Hacker/Ames/Gacki	Innovation/First Rate Facilities	On hold	These playground renovations are on hold with a tentative start date of February 2021.
Oversee contracted installation of playground equipment at Gross Point/Navajo/Carol/Tecumseh	Mar-20	Jun-21	Guynn/Hacker	First Rate Facilities	On hold	These playground installations are on hold with a tentative start date of March 2021.

Skokie Park District Goals 2020-21

May 1, 2020

(updated November 2020)

	Start Date	End Date	Responsible Staff	Core Value/ Mission Statement Focus	Status	Comments
Install LED Sports Lighting-Terminal/Laramie/SSP	Sep-20	Apr-21	Guynn	Environmental Stewardship	On hold	These bids were rejected and Terminal will be done as a separate project to judge the quality of the specified fixtures. If successful, the other sites will be bid out in 2021.
Begin planning and bid out playground equipment and installation for 2021	Nov-20	Feb-20	Guynn	Inclusiveness	Ongoing	Planning has begun on tentatively replacing the play equipment at Playtime, Pohatan, Peccia, Hamlin and Shabonee.
Implement the Illinois Clean Energy Foundation Pollinator grant turning two acres of turf into pollinator friendly plants	Jul-20	Jun-21	Guynn/Ames/Hallm/Nano	Environmental Stewardship/Beautiful Open Spaces	Ongoing	The project has begun with approximately one of two acres planted. The Hamlin site has been sprayed in preparation for plugs in the spring and the woodchip path is complete.
Purchase and install backup cameras on all remaining vehicles that do not currently have them	Aug-20	Apr-21	Hacker/Andruk	Safety	On hold	This project is on hold.
Develop and implement an Integrated Pest Management Plan	20-May	May-20	Guynn/Ames	Environmental Stewardship/Openness	Completed	
Complete web-based GIS amenity layer	May-20	Apr-21	Guynn	Innovation	Ongoing	The data entry is over 85% complete and will be ongoing as new amenities are installed and old ones are removed or replaced.
Begin underdrainage audit-all parks	Jul-20	TBD	Hacker/Guynn	Service	Ongoing	Structure locations are being identified and confirmed after which we will begin to camera the lines.
Business Services/IT						
Meet or exceed FY 2021 budgets	May-20	May-21	Staff/Schmidt	Sound Fiscal Management	Ongoing	
Finish FY 2020 audit	Jul-20	Sep-20	Portillo/Schmidt	Sound Fiscal Management	Ongoing	The audit should be complete at the end of November.
Evaluate current performance review system and modify if so determined.	Aug-20	Mar-21	Seebacher/Schmidt	Innovation	Ongoing	
Develop and implement a formalized onboarding program for PT and FT staff.	Aug-20	Mar-21	Committee/Seebacher	Innovation	Ongoing	This project has launched.
Continue to improve flow/accuracy of invoice processing	May-20	Dec-20	BS Staff/Kirland/Hunt	Sound Fiscal Management	Ongoing	
Organize Office 365, eliminate duplication of files and streamline the system	May-20	Jan-21	Hunt/Kirland	Innovation	Ongoing	
Create/revamp intranet site	May-20	Aug-20	Hunt/Kirland	Innovation/Service	Done	
Provide at least one training program for FT staff on Diversity	Sep-20	Apr-21	Seebacher/Marquardt	Inclusiveness/Service	Ongoing	Targeting February.
Automate POOCH Park Gates	20-May	Jul-20	IT Staff / Runkle	Innovation	Completed	
Reduce printing and paper usage	20-May	Apr-21	All Business Services Staff	Environmental Stewardship	Ongoing	
Investigate change in financial software	Oct-20	Apr-21	Hunt/Schmidt	Sound Fiscal Management	Ongoing	
Improve DHS Billing and stay on top of it	May-20	Apr-21	Matos/Schmidt	Sound Fiscal Management	Ongoing	Pamela Zeid has taken over SPACE DHS billing as well as Learn and Play.
Recreation, Revenue Facilities, Safety and Marketing						
<u>Athletics</u>						
Partner with the High Schools to offer two new athletic camps.	Dec-20	Jan-21	DeLeonardis	Service	On hold	Due to COVID-19 will not achieve until possibly summer 21 with Niles North
Develop and implement a new marketing plan for Sports Park East	Oct-20	Dec-20	DeLeonardis/Bottorff/Marquardt	Service	In-progress	Staff is scheduled to meet with the Marketing Department in December
Increase league offerings to highlight Laramie Park	Aug-20	Feb-21	DeLeonardis	Service	Ongoing	This year, 32 teams participated in summer and fall baseball/softball which included 21 Colt, Palomino, Thoroughbred and High School baseball teams from surrounding communities
Develop and implement a new marketing plan for Laramie Park	Aug-20	Feb-21	DeLeonardis/Bottorff/Marquardt	Service	In-progress	Staff is scheduled to meet with the Marketing Department in December
Develop league survey to determine potential "pod" system for youth basketball scrimmages that will conform to COVID-19 guidelines.	Dec. 20	Apr-20	DeLeonardis/Bottorff/Marquardt	Service	starting soon	

Skokie Park District Goals 2020-21

May 1, 2020

(updated November 2020)

	Start Date	End Date	Responsible Staff	Core Value/ Mission Statement Focus	Status	Comments
<u>Skokie Heritage Museum</u>						
Bell tower repairs	Apr-21	Jun-21	Guynn/Hacker/Hanson	First Rate Facilities	On hold	This project is on hold until April of 2021.
Tuckpointing	Aug-20	Apr-21	Guynn/Hanson	First Rate Facilities	On hold	This project is on hold indefinitely.
Update Skokie Heritage Museum's Operation Manual	May-20	Apr-21	Hanson	Service	In-progress	Completion by April 2021.
Update Skokie Heritage Museum's Emergency Action Plan	May-20	Apr-21	Hanson	Commitment	In-progress	Completion by April 2021.
Develop two new online exhibits with Omeka	May-20	Apr-21	Hanson	Innovation	In-progress	Completion by April 2021.
Develop two new school "field trip" options that are not in-person	Aug-20	Apr-21	Hanson	Innovation	In-progress	Working on completing in November or December 2020
<u>Oakton Community Center</u>						
Continue lighting replacement project by updating and adding lights on 2nd floor.	Nov-20	Apr-21	Haben	Stewardship/First Rate Facilities	On hold	Will complete when funding allows.
Develop New Culture Welcome Packet for Festival of Cultures	Jan-21	Apr-21	Zeid/Haben	Openness/Service	On hold	Will complete if Festival of Cultures runs in 2021 or will roll over to 2022.
RTU Replacement	Jun-21		Guynn/Hacker	First Rate Facilities	On hold	This project is on hold until summer of 2021.
Address park entry sign	Aug-21	Apr-21	Haben/Ames	First Rate Facilities	Completed	The sign was moved forward several feet.
Create two new programs and offering methods to implement in the winter and spring program guide	Jul-20	Apr-21	Oakton Team	Innovation	In progress	Winter complete (Santa Zoom and Family Nights) and spring in progress
Create new rules and regulations for senior lounge area	Jul-20	Sep-20	Haben/Fletcher	Service/Commitment/ Openness	Complete	Senior lounge rules and membership has been implemented in Fall 2020.
Establish fillable registration forms and packets for SPACE for school year 21/22	Sep-20	Feb-21	Haben/Sakellaris/IT	Service	In progress	
Implement remote fintrac stations at SPACE sites for 21/22 school year	Jan-21	Apr-21	Haben/Sakellaris/IT	Service	On hold	SPACE is not currently running at most schools.
<u>Devonshire Cultural Center</u>						
Update Devonshire Cultural Center Operations Manual	Sep-20	Apr-21	Devonshire Team	First Rate Facilities, Integrity & Teamwork	In progress	On track to complete by April 2021.
Implement weekly supervisor meetings that include COVID-19 updates and add information to staff trainings	Jul-20	Apr-21	Horwitz	Commitment/Service	Complete	Staff meet weekly or bi-weekly to discuss updates and important information.
Create two new programs and offering methods to implement in the winter and spring program guide	Jul-20	Apr-21	Horwitz/Watson/Flintz	Innovation	In progress	Winter complete (Theater Trivia and Script Reading Happy Hour) and spring is in progress
Evaluate building hours and staffing during periods of high and low building activity and adjust where needed	Jul-20	Apr-21	Horwitz	Commitment/Service/ Innovation	Complete	Building hours have been adjusted to accommodate limited programming hours.
Research and find three tools and products to increase efficiency of cleaning procedures	Jul-20	Apr-21	Sampath	First Rate Facilities	Complete	Implemented tools and products into cleaning procedures.
<u>Tot Learning Center</u>						
Install accessible sidewalks from play areas to main walk	Aug-20	Apr-21	Guynn	First Rate Facilities/Accessibility	On hold	Pricing is being obtained but due to weather may be on hold until the spring of 2021.
Install split level unit	Aug-20	Oct-21	Hacker	First Rate Facilities	On hold	This project is on hold until 2021.
Add age-appropriate outdoor curriculum and activities for all classrooms. Bring nature activities into the classroom	Jun-20	Oct-20	Khan	Innovation	Completed	
Research and bring online early childhood education webinars for staff	20-Jun	Apr-20	Khan	Commitment	Completed	

Skokie Park District Goals 2020-21

May 1, 2020

(updated November 2020)

	Start Date	End Date	Responsible Staff	Core Value/ Mission Statement Focus	Status	Comments
Work with DCFS to create separate sections for crawlers and non-crawlers in the infant classroom, if DCFS does not allow normal enrollment #s.	Jul-20	Sep-20	Khan	Safety	Completed	
<u>Emily Oaks Nature Center</u>						
Implement the Illinois Clean Energy Foundation solar panel grant	Jul-20	Apr-21	Guynn/Hansen	Innovation/Commitment	Ongoing	Bids have been received and if approved installation will begin in January 2021.
Seek to generate revenues options to make up the loss of revenue due to COVID-19 by creating two new offerings in winter and spring	Jul-20	Apr-21	EONC Team	Innovation/Sound Fiscal Management	In progress	Winter complete; spring in progress
Safely and effectively run Growing Sprouts during the school year for morning and afternoon session	Sep-20	Apr-21	Hansen	Commitment/Service	In progress	Growing Sprouts is running since September and an additional class has been added. Structures are currently being located in an effort to use the sewer camera on the drainage lines to identify problem areas. Costs of installing a drainage structure for the pond will be examined over the winter.
Analyze drainage issues and pond overflow, modify as needed	Jul-20	Apr-21	Hansen/Guynn	First Rate Facilities	Ongoing	
<u>Dammrich Rowing Center</u>						
Collaborate with North Suburban Rowing Crew to offer new rowing programs	Aug-20	Oct-20	Runkle	Service	In-Progress	Have met with NSC about collaboration of programs and diversity initiative
<u>Skatium</u>						
Initiate ice rink renovation in 2021	20-Aug	21-Sep	von Helms/Guynn	First Rate Facilities	On hold	PARC Grant recipients have yet to be announced.
Develop and implement a prioritized list of strategies targeting a three-year implementation to build hockey offerings through classes and leagues.	20-Sep	23-Sep	Glickman	Service	Ongoing	Glickman has begun assessing needs.
Increase skating programming for adult skaters by offering new on and off ice classes and competition	20-Sep	20-May	Hathway	Service	Ongoing	New adult class added Looking to reconfigure Tuesday and Thursday schedule starting Fall of 2021 to maximize program offerings. Access to camp opened for lower-level skaters.
Increase secondary offerings for Basic Skills level skaters	20-Sep	May-20	Hathway	Service	Ongoing	
Update all training manuals for Ice operations to include COVID-19 guidelines and protocols	Apr-20	May-20	von Helms	Commitment/Teamwork	Started	
Re-evaluate ice rental policy and implement	May-20	Apr-21	von Helms	Sound Fiscal Management	Completed	Incorporated pricing policy beginning Summer of 2021. \$20 an hour discount granted to contract users.
<u>Aquatics</u>						
Install domestic hot water heater	Nov-20	Apr-21	Runkle	First Rate Facilities	Delayed	
Work with sponsorship coordinator to secure sponsorship advertising on bucket and tubes.	Jan-21	Apr-21	Runkle/Bottorff	Sound Fiscal Management	In-Progress	Meeting with the Sponsorship Coordinators in late January
Replace dive well gutters	Sep-20	Sep-20	Runkle	First Rate Facilities	Completed	
Repair dive well cracks	Aug-20	Oct-20	Runkle	First Rate Facilities	In-Progress	Complete in Spring 2021
Sand blast and paint dive well pool	Oct-20	Oct-20	Runkle	First Rate Facilities	In Progress	Complete in Spring 2021
SWP replace domestic hot water heater	Nov-20	Apr-21	Runkle	First Rate Facilities	Delayed	
SWP sand blast and paint bucket pool	Jun-20	Jun-20	Runkle	First Rate Facilities	Completed	
SWP replace Lifeguard chairs	Jun-20	Jun-20	Runkle	First Rate Facilities	Completed	
<u>Golf</u>						
Update all training manuals for the golf operations including cashier protocols, driving range, mini-golf, and batting cage operations.	May-20	Jul-20	Lee	Service	Completed	

Skokie Park District Goals 2020-21

May 1, 2020

(updated November 2020)

	Start Date	End Date	Responsible Staff	Core Value/ Mission Statement Focus	Status	Comments
Improve use of social media to promote SPD golf throughout the year by increasing posts at least once a month.	May-20	Ongoing	Lee	Service/Innovation	Ongoing	
Establish Facebook/Twitter plan to include postings by at least 12 times per year.	May-20	Ongoing	Lee	Service/Innovation	Ongoing	
Redesign golf guide with marketing department.	Sep-20	Dec-20	Lee/Bottorff	Commitment	In progress	Staff plans to meet with Marketing Department in December
Research and develop golf feeder program co-op between SPD, District 219, and Tam Golf Course.	Aug-20	Dec-20	Lee	Service/Innovation	On Hold	Delayed due to COVID-19
Work with marketing to develop new promotional materials that target corporate rentals.	Oct-20	Dec-20	Lee/Bottorff/Marquardt	Sound fiscal management	Pending	Staff Plans to meet with Marketing Department in December
<u>Marketing</u>						
Identify areas for improvement on all websites, including the primary district site.	Jul-20	Apr-21	Bottorff	Service/Innovation	In progress	
Lead a three-hour marketing seminar for all rec and facilities staff	Jul-20	Apr-21	Bottorff/ Pozner / Walker	Commitment/Service	pending	as soon as in-person meetings are allowed
Up the district's social media game, led by the new coordinator, with more frequent and interesting posts.	Jul-20	Apr-21	Bottorff/Keating	Service/Innovation	complete	
Transition more district advertising from print to social media.	Jul-20	Apr-21	Bottorff/Pozner	Service/Innovation	complete	
Permanently add activity links to all online program guides.	Jul-20	Apr-21	Bottorff/Pozner	Commitment/Service	complete	
Convert pdf online forms to e-forms	Jul-20	Apr-21	Bottorff/Walker	Commitment/Service	in progress	
Coordinate marketing message for facility rentals with alcoholic beverages.	Aug-20	Dec-20	Bottorff/Marquardt	First Rate Facilities, Service, Fiscal Management	pending	Will be ready for spring.
Create new marketing plans for Oakton and Skatium.	Dec-20	Dec-20	Bottorff/Haben/von Helms	Service/Innovation	pending	pending budget meetings
<u>Weber/Fitness First</u>						
Renovate 1st floor west and 2nd floor bathrooms	Oct-20	Apr-21	Gynn/Amato	First Rate Facilities	In Progress	The west bathrooms were repainted. We will repaint 2nd floor bathrooms and explore cost-effective ways to improve the overall appearance.
Update current Fitness First membership hard copy forms; create new online forms and transition customers to digital documents	Sep-20	Apr-21	Amato/Bever	Service/Commitment	In Progress	Larger purchases (counters, sinks, hardware) are on hold. Reservations are all online and Bever is working on making all forms available digitally.
Create an onboarding and training system for part time staff at Weber Customer Service desks	Sep-20	Apr-21	Amato/Wilson	Commitment/Teamwork	In Progress	Will be completed by April 2021.
Implement building cleaning protocols for maintenance and custodians including training, building zones, and quarterly projects	Sep-20	Apr-21	Amato/Rizzo/Pietrukaniec	Commitment/Teamwork	In Progress	Cleaning Protocols, including cleaning charts have been completed. Zones are complete but not in use with the lowered maintenance staff schedule and building use. Quarterly projects and maintenance training still need to be completed.
Research new nightly cleaning companies and options. Implement if necessary.	Sep-20	Apr-21	Amato	Service	On Hold	This is on hold. We will utilize WLC maintenance for all cleanings. This will be revisited when Weber begins to generate revenue.
Improve the online gymnasium schedule	Sep-20	Apr-21	Amato/DeLeonardis	Service	On Hold	We will create a new online calendar for the gym when it re-opens to the public.

SKOKIE PARK DISTRICT

2020-2025 COMPREHENSIVE MASTER PLAN

Adopted January 21, 2020



CHAPTER FOUR

Implement

Action Plan

Action Plan

The Action Plan Chapter outlines the proposed tasks and projects for the Skokie Park District over the next five years.

Purpose

This chapter outlines the steps and potential timeline for implementing the Comprehensive Master Plan strategies identified in the previous chapter from the Envision & Prioritize phase. They were further refined and finalized through workshops with the Skokie Park District staff and Board of Commissioners to develop the action plan. The action plan is to act as a guide to assist the Skokie Park District with implementing the strategies over the next five years and will be periodically re-evaluated and adjusted to reflect completed projects and the community's changing needs. The action plan is organized as follows:

- An at-a-glance Action Plan timeline with each year divided into quarters (Q1, Q2, Q3, and Q4) to provide a general idea of when each action or action item step might start or end within a given year

- A detailed summary of the action items is provided in a year-by-year list in chronological order from 2019/2020 - 2025+
- The action items are further organized within each year according to the following categories:
 - Parks and Open Space
 - Facilities
 - Planning and Programs

The Skokie Park District is following a May to April fiscal year.

Current Year

2019		2020	
May June July	Aug Sept Oct	Nov Dec Jan	Feb March April
Quarter 1	Quarter 2	Quarter 3	Quarter 4
			Implement Laramie Park Improvements (fitness, pickleball, artificial turf)
		Fund Skatium improvements (PARC Grant)	

Year 1

2020		2021	
May June July	Aug Sept Oct	Nov Dec Jan	Feb March April
Quarter 1	Quarter 2	Quarter 3	Quarter 4
Develop Sustainable Park Practices Plan / Policy			
Replace Aging Amenities Group A			
	Bid Skatium improvements		Construct Skatium improvements
	Develop community walking program and Implement awareness plan		Develop and Implement storage improvement plan
		Develop and Implement parks security plan	→
Develop awareness campaign / Refine and Implement communications plan			

Year 2

2021		2022	
May June July	Aug Sept Oct	Nov Dec Jan	Feb March April
Quarter 1	Quarter 2	Quarter 3	Quarter 4
Community Garden Feasibility Study	—————		
Replace Aging Amenities Group B	—————		
Conduct feasibility study to partner with The Talking Farm (TTF) to plan new TLC / TTF development	Fund and Design and Engineer new TLC / TTF development	—————	Bid and Construct new TLC / TTF development
—————			
Update ADA transition plan			
—————			
—————			

Year 3

2022		2023	
May June July	Aug Sept Oct	Nov Dec Jan	Feb March April
Quarter 1	Quarter 2	Quarter 3	Quarter 4
		Master Plan and Fund Lawler Park	Design and Engineer Lawler Park
			Design and Engineer Central Park
Replace Aging Amenities Group C	—————		
—————			

Year 4

2023		2024	
May June July	Aug Sept Oct	Nov Dec Jan	Feb March April
Quarter 1	Quarter 2	Quarter 3	Quarter 4
	Bid and Construct Lawler Park	—————	
—————			
Facility Plan entry and locker room at Skokie Water Playground (SWP)	—————		

Year 5

2024		2025	
May June July	Aug Sept Oct	Nov Dec Jan	Feb March April
Quarter 1	Quarter 2	Quarter 3	Quarter 4
		Master Plan Oakton and Lorel Property	—————
	Bid and Construct Central Park	—————	
			Design and Engineer Gleiss Park
			Replace aging amenities at Lauth Park
Plan Adventure Playground	—————		Fund Adventure Playground
Update needs assessment			

Year 5+			
Bid and Construct Gleiss Park			
Design and Engineer Adventure Playground	Bid and Construct Adventure Playground		
Perform Facility Study for Skokie Sports Park (SSP) clubhouse			
Conduct feasibility study for Dammrich Rowing Center repurposing			
Evaluate alternate uses for Weber Golf Course			
Evaluate property north of Skokie Heritage Museum			

Legend

- Parks and Open Space
- Facilities
- Planning and Programs

Recurring Items		
Evaluate grant opportunities	Implement ADA Plan	
Conduct artificial turf cost / benefit analysis	Update and Implement capital improvements plan (CIP)	
Evaluate inclusive play location	Explore partnerships for inclusive programs	
Evaluate opportunities for Adventure Playground	Develop mobile park programs	
Perform splash pad feasibility study	Evaluate opportunities to improve access in underserved areas 26/16/17	
Perform sports complex feasibility study	Explore partnerships for trail connectivity	
Perform cricket field feasibility study	Explore partnerships for indoor aquatics	
Implement sustainable park practices	Evaluate and adjust program offerings	

Current Fiscal Year (Present through April 30, 2020)

PARKS AND OPEN SPACE

- Implement Laramie Park improvements, which include:
 - playground replacement
 - ball field artificial turf installation
 - fitness equipment installation
 - pickleball court installation
 - new sports court lighting

FACILITIES

- Fund Skatium facility improvements (IDNR PARC grant)

Fiscal Year 1 (May 1, 2020 through April 30, 2021)

PARKS AND OPEN SPACE

- Implement Laramie Park improvements (continued from Current Fiscal Year)
- Develop a sustainable park practices policy
- Replace aging amenities in Parks Group A:
 - Laramie Park
 - Gross Point Park
 - Tecumseh Park
 - Carol Park
 - Navajo Park

FACILITIES

- Bid Skatium facility improvements
- Construct Skatium facility improvements

PLANNING AND PROGRAMS

- Develop and implement a community walking program
 - Implement an associated awareness plan
- Develop and implement a facility storage improvement plan
- Develop and implement a parks security plan
- Develop a comprehensive awareness campaign
 - Refine and implement communications plan

Fiscal Year 2

(May 1, 2021 through April 30, 2022)

PARKS AND OPEN SPACE

- Perform a community garden feasibility study
- Replace aging amenities in Parks Group B:
 - Hamlin Park
 - Pohatan Park
 - Playtime Park
 - Shabonee Park
 - Peccia Park

FACILITIES

- Construct Skatium facility improvements (continued from Fiscal Year 1)
- Conduct feasibility study to partner with The Talking Farm (TTF) to plan facility for new Tot Learning Center (TLC) / TTF development
- Fund and Design and Engineer new TLC / TTF development
- Bid and Construct new TLC / TTF development

PLANNING AND PROGRAMS

- Update ADA transition plan
- Develop and implement storage improvement plan (continued from Fiscal Year 1)
- Develop and implement parks security plan (continued from Fiscal Year 1)

Fiscal Year 3

(May 1, 2022 through April 30, 2023)

PARKS AND OPEN SPACE

- Replace aging amenities in Parks Group C:
 - Menominee Park
 - Lorel Park
- Master Plan and Fund Lawler Park
- Design and Engineer Lawler Park
- Design and Engineer Central Park

FACILITIES

- Bid and Construct new TLC / TTF development (continued from Fiscal Year 2)

Fiscal Year 4 (May 1, 2023 through April 30, 2024)

PARKS AND OPEN SPACE

- Design and Engineer Central Park (continued from Fiscal Year 3)
- Bid and Construct Lawler Park

FACILITIES

- Facility Plan entry and locker room at Skokie Water Playground (SWP)

Fiscal Year 5 (May 1, 2024 through April 30, 2025)

PARKS AND OPEN SPACE

- Master Plan Oakton and Lorel Property
- Bid and Construct Central Park
- Design and Engineer Gleiss Park
- Replace aging amenities at Lauth Park
- Plan Adventure Playground
- Fund Adventure Playground

PLANNING AND PROGRAMS

- Update community needs assessment

Fiscal Year 5+ (May 1, 2025 and beyond)

PARKS AND OPEN SPACE

- Bid and Construct Gleiss Park
- Design and Engineer adventure playground
- Bid and Construct adventure playground

FACILITIES

- Perform Facility Study for Skokie Sports Park (SSP) clubhouse
- Conduct feasibility study for Dammrich Rowing Center repurposing
- Evaluate alternate uses for Weber Golf Course
- Evaluate property north of Skokie Heritage Museum

Recurring Items

PARKS AND OPEN SPACE

- Evaluate grant opportunities
- Conduct cost / benefit analysis for artificial turf
- Evaluate inclusive playground location
- Evaluate opportunities for adventure playground
- Perform splash pad feasibility study
- Perform sports complex feasibility study
- Perform cricket field feasibility study
- Implement sustainable park practices annually

PLANNING AND PROGRAMS

- Implement ADA plan
- Update and implement capital improvements plan (CIP)
- Explore partnerships for inclusive programming
- Develop mobile park programs to increase access to Park District offerings
- Evaluate opportunities to improve access in underserved areas, especially Planning Areas 26, 16, and 17
- Explore partnerships for increased trail connectivity
- Explore partnerships for indoor aquatic opportunities
- Evaluate and adjust program offerings

Freedom of Information Act

This information is on the Skokie Park District website and in the Board of Park Commissioners and Administrative Policy and Procedure Manual that is also posted on Skokie Park District website.

<https://www.skokieparks.org/about-spd/foia/> - Freedom of Information Act

<https://www.skokieparks.org/about-spd/board-business/> - Board of park Commissioners and Administrative Policy and Procedure Manual



Freedom of Information Act

In compliance with the Freedom of Information Act, the Skokie Park District's Freedom of Information Officer is Executive Director [Michelle Tuft](#). The Freedom of Information Officer alternates are Superintendent of Business Services [William Schmidt](#), Superintendent of Facilities [Jon Marquardt](#), Superintendent of Recreation [Breanne Labus](#) and Superintendent of Parks [Corrie Guynn](#).

To request records via the Freedom of Information Act, [please click here](#) to make a request or the following form may be used: [FOIA Request Form](#). A fee of 15 cents will be charged for every reproduced page after the first 50 pages.

Freedom of Information Request Form



Freedom of Information Request Form

Submit requests to: FOIA Officer, Skokie Park District, 9300 Weber Park Place, Skokie, IL 60077 **Fax:** 847-874-9201 **Phone:** 847-874-1500 ext. 2100 **E-mail:** foia@skokieparks.org

Requester's Name _____ **Signature** _____

Street Address _____ **City/State/Zip** _____

Telephone* _____ **Fax** _____ **Email Address*** _____

*Optional, but if you provide this information, we can more easily contact you if we have questions about your request.

Records Requested

Please provide as much specific detail as possible, so that we can identify the information you are seeking. Attach additional pages if necessary.

Delivery format (How do you want the documents provided?)

Via email to the email address listed above in PDF format
 Via fax to the fax number listed above Sent via U. S. Mail
 Inspect at the Park District office Other (please specify): _____

Note: Under the Illinois Freedom of Information Act, except for a request for a commercial purpose, the Park District has 5 business days to respond to this request. The Act allows the Park District to charge for the costs of reproduction. At the present time, the charge is 15 cents per hard copy for every page over 50 pages, prepared in-house. Charges for copies that need to be professionally printed shall not exceed the park district's actual costs for reproduction.

Is this request for a commercial purpose? Yes No
(It is a violation of Sec. 3.1 of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose.)

Are you requesting a fee waiver? Yes No
(If yes, you must attach a statement of purpose of the request and whether the principal purpose of the request is to access or disseminate information regarding the health, safety and welfare or legal rights of the general public.)

Park District Use Only	
Date request was received: _____	Date response is due: _____
Date response was provided: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Denial exemption _____
Date Extension Requested: _____	Date Extension Granted _____
Date Now Due: _____	Fee Waiver Granted: <input type="checkbox"/> Yes <input type="checkbox"/> No
Name of FOIA Officer _____	

Skokie Park District



ANNUAL REPORT 2019-20

Message from the President

Dear Skokie Resident,

During fiscal year 2019-20, your Skokie Park District again served as a national and state leader in the parks and recreation industry, continuing to provide state-of-the-art facilities, beautiful parks, and cutting-edge programming for Skokie residents. In order to maintain this standing, the district utilized its five-year comprehensive master plan to schedule capital improvements for fiscal year 2020-21, as well as to update its programs through its programming trends task force.

With the unexpected onset of the COVID-19 pandemic in the final six weeks of fiscal year 2019-20, the district suspended many of its operations. In spite of the virus, staff continued to safely maintain parks, facilities, business services and online recreational programming. District staff also continued to plan expanded operations as the State of Illinois moved into a phased re-opening of public and private services during the district's next fiscal year.

In addition to planning ahead, the Skokie Park District maintained its leadership position in parks and recreation by employing a staff recognized for expertise in their respective fields and for their daily dedication to customer service. These professionals take great pride in serving Skokie's nearly 64,000 culturally diverse residents and in protecting Skokie's natural resources, preserving its historic sites, and providing unique recreational opportunities within its more than 240 acres of parkland.

In two recent surveys, more than 93 percent of Skokie respondents indicated that the Skokie Park District improves the quality of their families' lives. Because we do not take this high praise for granted, on behalf of the park district board and staff, we reaffirm our promise to continue to find creative ways to enhance your family's parks and recreation experience.

Sincerely,



Mike Reid, President 2019-20
Skokie Park District Board of Commissioners





Around the District

Revenue Facilities

More than 250,000 patrons visited the **Skatium Ice Arena**, including 3,197 figure skaters enrolled in classes. More than 200 figure skaters participated in the Winter Blizzard Skating Competition hosted in January 2019 and 450 figure skaters participated in the April 2019 Ice Show. 1,230 skaters were enrolled in learn-to-play hockey classes, 732 in hockey leagues, and 402 skaters took part in summer hockey camp. A number of championship hockey teams call the Skatium home, including Pilots Minor Mite #1, Squirt House #1, PW Travel #2, and Midget Travel U18 NIHL Elite. In March, the Skatium hosted the Astor Cup, an end-of-season tournament for House League teams throughout Chicagoland, with the Skokie PW House #1 team winning their level of the Cup.

More than 4,000 members worked out at the district's **Fitness First health club**, with 278,107 member visits this fiscal year.

More than 125,000 adults and children visited **Skokie Sports Park**, a Top 50 golf center in America, to hit golf balls, baseballs and softballs, play adventure (mini) golf, and attend golf classes and lessons. Golf teams from Northwestern and North Park Universities, Niles West, Niles North, Evanston, Northside Prep, Taft and Lane Tech High Schools, and St. Hilary Golf Club practiced at the park's golf range. The park also hosted the annual Liponi Foundation Charity Golf Outing, a fundraiser to provide recreation programs for children and adults with disabilities; as well as the A Better Life for Kids Golf Charity Outing, a fundraiser to educate Ghana's orphans; and a fundraiser for BOUNCE, a nationally based support organization for chronically ill children and their families.

In spite of cool wet conditions through mid-June and a cooler August, more than 93,000 visitors cooled off at the **Skokie Water Playground** and at the **Devonshire Aquatic Center**.

The **Dammrich Rowing Center** hosted regattas and offered learn-to-row camps and private tank rentals. The center was also home to the crew teams of Loyola Academy, North Suburban Crew, Chicago Rowing Union, New Trier High School and Northwestern University. The center's public boat launch is accessible nine months of the year.



The Exploritorium, the district's indoor children's playground at the Oakton Community Center, accommodated more than 38,095 customers and hosted 450 birthday parties.

More than 10,000 golfers and footgolfers played at the **Weber Park Golf Course**. The golf course hosted leagues from the St. Hilary Golf Club, the North Shore Senior Center, the Wilmette Women's Group, and Rotary International. The course also hosted

various competitions and practices for golf teams from Niles West, Niles North, Taft, Payton-Jones, and Evanston Township High Schools.

Devonshire Preschool served 121 students in the 2019/20 school year.

Park & Facility Maintenance

Park renovations were completed at Chippewa and Mulford Parks. At each site the playground and play surfacing was replaced. Engineered wood fiber replaced the sand surfacing that was previously at each site. Additionally, new benches, garbage cans and water fountains were installed.

Backstops were removed and replaced at Lorel Park, Terminal Park, and on both the north and south fields at McNally Park.

A new John Deere compact utility tractor was purchased. This tractor will be used for ballfield preparation and maintenance, as well as snow removal operations in the winter. A new F150 pickup was purchased. This vehicle will replace the current truck used by the operations supervisor, with that vehicle being cycled into the fleet for trash removal.

The district tree inventory was completed. This web-based utility will be maintained by in-house staff as trees are planted and removed. Additionally, a web-based layer was created for all district amenities including playgrounds, benches, utilities, etc.

Brine spreading equipment was purchased for both hand applications and vehicle applications. This will reduce the amount of rock salt needed as well as reduce chlorides making their way to the water systems.

The full drive at the Tot Learning Center was ground down and repaved. This replacement eliminated drainage issues due to degradation and patches.

Curbing was also replaced, and drainage was installed on the west side to provide for better water flow to the large drainage basin.

Flooring projects were completed in offices, bathrooms, classrooms, entryways and meeting rooms at the Emily Oaks Nature Center, the Devonshire Cultural Center, and the Oakton Community Center.

The third of four roof top units was replaced at the Oakton Community Center.

The first stage of the building automation system was replaced at the Skatium.

The memorial bricks were removed and replaced at the Skokie Heritage Museum. The old bricks had worn considerably and were not proper bricks for engraving.

A used outdoor stage was purchased from the Village of Rosemont, replacing the district's 25-year-old stage. It is a little smaller but much lighter making it much easier to transport and maneuver.



Programs and Events

Oakton Park hosted the 29th Annual Skokie Festival of Cultures in May of 2019, welcoming more than 25,000 visitors, 65 performing groups, and utilizing 200 volunteers from 38 ethnic groups. The event also featured a ‘Holi: Festival of Colors’ celebration.

The July 4th 3-D Fireworks Festival at Niles West High School drew more than 10,000 attendees. The festival featured food, games, two bands on a main stage, and a fireworks show with free 3-D glasses. Organized by a local committee, including staff from the district, the Skokie 4th of July Parade was held in downtown Skokie and featured 86 units.

In August 2019, the district, with the assistance of local government agencies and private groups, organized Skokie’s Backlot Bash, a three-day downtown street festival. The event hosted more than 30,000 visitors and included a carnival, 5K run, auto show, beer tent; and 19 live bands, including The Smithereens with Marshall Crenshaw, Material Issue, WAR, and Chicago’s Tributosaurus as The Rolling Stones.

The district, along with four other Skokie agencies, prepared for Skokie’s Spring Greening at Niles North High School in April 2020. Due to the pandemic, the event was cancelled.

The district provided hundreds of programs meeting a wide range of interests, including the following new offerings:

Active Adults 60+

Vintage Railcar Dining
Adventure
Vegas! show at Lake Geneva
Vintage 71 Shops
iFly Skydiving Center in
Rosemont
Chicago Riverfront Lunch
Cruise
Christmas with the
Convertibles at White
Fence Farm
Christmas Around the World
Piano Man Tribute at White
Pines
Morke’s Chocolate Factory

Windy City Live Taping
Mrs. Dornberg’s Culinary
Experience
Write Your Own Memoirs
Brain Games
Cell Phone 101
Better Balance
Learn to Line Dance
Create Your Own Cabaret
Needle Felting Introduction
Senior Improv

Athletics

Cricket Camp
Themed Public Skating
Sessions

Birthday Party

Packages

Bubble Soccer Party
Bubble Academy Party
Escape Room Puzzles &
Rocket Launch
Paint Like Picasso

Culinary

Taco It Up
Empanadas
Halloween Trick or Treats
Thanksgiving Baking
Family Traditions Holiday
Cookie



Programs

Caribbean Kitchen
Chocolate Making
Pasta Making

Early Childhood

Parent and Baby Play
Tippy Toes
Shake, Leap and Fall
Dab It with Fun
Winter Blues Grooves
Sprout and Grow
Awesome Autumn
Tiny Tumble & Twirl class

Exercise

Friends of Fitness First
Movement Matters Member
Incentive Raffle
Double the Payoff Membership
Drive
Black Friday Deals
Wobble Before You Gobble
Dynamic Strength and Balance
Spring Break a Sweat (Free
Spring Break Pass for Teachers
and students)
Parkinson's Wellness Recovery
Circuit
Strength and Conditioning for
Young Athletes
Pilates for Golf

Historical

Harvest Fest
Mardi Gras Family Event
Cub Scout Merit Badge Program
Family Embroidery Workshop
Cultural Snapshot
History of Cocktails
Floral Drawing Workshop

History of Pizza
Pulaski Day Celebration
Internal Women's Day Celebration
St. Patrick's Day Celebration
Renaissance Festival

Nature

Dayton Bluffs Rambling Trip
Kankakee Sands Rambling Trip
Earth Adventures Camp—
Extended Care
Inspired by Nature Art Show by
Susan Hubchak
iPhone Nature Photography—
Introduction
iPhone Nature Photography—
Editing
Nippersink River Kayaking Trip
Snow Tubing at Blackwell Forest
Preserve
Great Backyard Bird Count
Boots and Books

Summer Camps

S.P.A.C.E. C.I.T. Program
Teen Travelers Camp
Cultural Arts Holiday & Spring
Break camps
Safety Town Camp

Special Events and Workshops

Trick or Treat at Scream Scene
Virtual Egg Hunt
Virtual Bingo
Weber Showcase
Pride Event
Pro Wrestling in Downtown
Skokie
Festival of Colors

Devonshire Dance Ensemble's
Spectrum 2.0
Devonshire Playhouse's Follies
Playhouse Historic Show – The
Adventures of Tom Sawyer
All Soul's Day Event
Teen Performer's Tarzan, The
Stage Musical
Devonshire Playhouse's The
Rimer's of Eldritch
Audition Workshop
Basic Light Operation Workshop
Superhero Sewing Workshop

Teen

Teen Yoga Workshop
Teen Cheer Workshop
Teen Trip – Haunted House Trio
Teen Circus

Youth

Ultimate Frisbee
Nerf Elite Battle
Winter Hibernation Night
Tea Glam Night
Let's Code It-Ozobot Zone
Story Book Dance
Creative Movement
DJ Lessons
Brass and Trumpet Lessons
Creative Movement
Flexibility for Dance
Contemporary Dance

Information Technology

In addition to providing day to day support for all district staff, IT staff continued the implementation of Office 365. The department upgraded and expanded the district's camera system. IT staff built and upgraded a new firewall and then installed a dedicated ethernet at the district's park services center. Staff also upgraded and replaced the district's phone system. At the onset of the COVID-19 pandemic, IT staff set-up stay-at-home computers for many of the district's full-time staff members.

Marketing and Communications

District staff and AmericanEagle.com launched the district's new website in 2019. Marketing and communications staff continue to update the site daily. The marketing department also produced more than 250,000 program guides for all Skokie households, as well as neighboring zip codes, ranging from four 100-page seasonal catalogues, to skating, golf, and pool guides, which successfully bring in new Skokie and regional customers. The department sent out electronic newsletters, updated facility video monitor advertising, utilized three outdoor message boards, and dramatically increased its presence via social media posts, ads and event notices. *The Chicago Tribune* responded to district press releases and covered the Skokie Festival of Cultures, Skokie's Backlot Bash and Skokie's Spring Greening in 2019. The marketing department produced dozens of ads for many local and regional media outlets, including *Chicago Parent*, the *Chicago Cubs Annual Guide*, the *Chicago Tribune*, *Chicago Reader*, *Chicago Sun-Times*, the Pioneer Press' regional "Go" section; the *Skokie Review*, the *Evanston Review*, *Golf Time Magazine*, Chicago's North Shore Convention and Visitor's Bureau website, e-news and visitor's guide; and more.

Staff Initiatives

Employees served on the district's environmental action team, safety committee, programming trends task force, and staff diversity committee. Staff also coordinated and participated in the first Parks and Rec Trek, winning a 'steps challenge' against six other park districts. (The district was awarded more than 200 food items that were then donated to the Niles Township Food Pantry.) Full-time staff also competed in a Shark Tank team competition in order to bring new programming ideas to the district. The winning idea, Story Stroll in the Park, was set for Fall 2020.

Skokie Park District team members also participated in charitable and philanthropic programs such as Relay for Life, the Liponi Golf Outing, Skokie's Community Giving Program, the Evanston YWCA's Stand Against Racism, the Niles Township Food Pantry food drive, the Community Schools Steering Committee, the Skokie Resilient Communities Collaborative, as well as hosting and maintaining the United Way's Born Learning Trail at Devonshire Park.



Community Partnerships

The district continued to work closely and share resources with other community groups and agencies including: the Maine-Niles Association of Special Recreation, the Village of Skokie, the Skokie Public Library, all Skokie public school districts, the Skokie Chamber of Commerce, Skokie Cares, Skokie United, Beautiful Downtown Skokie, the Skokie Cultural Community Coalition, the Skokie Historical Society, the Skokie Art Guild, Skokie Youth, the Skokie Amateur Hockey Association, Skokie Indians, the City of Evanston, the Village of Lincolnwood, and the Morton Grove Park District.

The park district continues to rely on the assistance of community volunteers, with the Emily Oaks Advocates, BSA Eagle Projects, Ethical Humanist Society, LanzaTech, Oakton Community College, Loyola Academy, District 219 Ask the Expert and WHO Clubs, Orchard Village Innovations, C.A.R.E. Animal Shelter, Lions Club, LL Bean, Anatomically Correct and the North Branch Restoration Project contributing thousands of hours to Emily Oaks Nature Center operations and programming.

Staff also work with the community and other Skokie public agencies, helping to organize the Skokie Festival of Cultures, Spring Greening, Wednesdays on the Green, July 4th Parade & Fireworks Festival, and Skokie's Backlot Bash. Staff of Fitness First are working with Northwestern University's Sahelli Study, a study of health risk factors in the local South Asian community. The district and the Illinois Parks and Recreation Association's Social Committee hosted the annual IPRA Park Pursuit event in Skokie, with more than 250 park professionals from around the state participating.

Corporate Partnerships

The district utilized \$219,668 in strategic corporate partnership money, including in-kind trades. Major corporate partners included North Shore Community Bank & Trust, First Bank Chicago, Lurie Children's Hospital, NorthShore University HealthSystem, and Mullarkey Distributors.

Leadership, Awards & Education

Awards

Website – The district won the Agency Showcase Award for the best Illinois park district website in 2019. The new site was planned and built with community, staff and professional developer input, overseen by the district’s marketing and communications department.

Skokie Sports Park – Golf Range Magazine named the Skokie Sports Park driving range one of the top 50 stand-alone golf practice centers and learning facilities in America, Sports Parks’ twenty-first year as a nationally-ranked facility.

Skokie Park District – For the period of 2016-2020, the district earned the Illinois Distinguished Agency Award. Of the more than 400 park districts in Illinois, only 70 have achieved “distinguished accredited agency” status since the program began in 1993. The district has now been accredited for a fourth time and will work to be re-accredited in 2020-21.

High Achievement

Tot Learning Center received the Gold Circle of Quality from ExceleRate Illinois, the Governor’s Office of Early Childhood Development’s new quality rating and improvement system for early learning and development providers.

The district’s Business Services division received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.

National and Regional Leadership

Emily Oaks Nature Center manager Lee Hansen served on the Illinois Park and Recreation Association’s (IPRA) Environmental Committee.

Superintendent of Recreation Breanne Labus served as the chairperson of the IPRA social committee, the recreation section at-large board member and school age and camp committee chairwoman.

Golf Operations Manager Richard Lee served on the Illinois Junior Golf Association’s playing members advisory committee.

Superintendent of Facilities Jon Marquardt, CPRP, served on the National Recreation and Park Association’s (NRPA) certified park and recreation professional exam committee.

President of the Skokie Park District board of commissioners, Mike Reid, was appointed to the Illinois Association of Park Districts’ (IAPD) board of trustees.

Business Services Superintendent William Schmidt, CPA, served on the Illinois Certified Public Accountant Society’s Governmental Executive Committee.

Executive Director Michelle Tuft, CPRE, served on the University of Illinois Recreation, Sport & Tourism Alumni Advisory Board.

Emily Oaks Facility Manager Lee Hansen served on the IPRA Environmental Committee and on the IPRA Green Team Pit Stop Workshop Committee.

Emily Oaks School Age Program Coordinator Cassie Schaeffer served on the IPRA Nature Recreation Task Force.

Staff Education

Seventeen staff members now hold professional certifications. Annual continuing education is required of all certified staff.

Park district commissioners and professional staff attended parks and recreation educational seminars including the IPRA/IAPD state conference in January 2020 and the NRPA national conference in September 2019.

Emily Oaks School Age Program Coordinator Cassie Schaeffer obtained B.S.A. Merit Badge Counselor certification.



2019 Employees of the Year

Full-Time: Ahmad Ali, Information Technology

Part-Time: Paul Hagari, Weber Leisure Center

Board of Commissioners

Mike Reid, President

Khemarey Khoeun, Vice-President

Susan Aberman, Commissioner

Michael Alter, Commissioner

Minal Desai, Commissioner

Administrative Team

Michelle Tuft, CPRE, Executive Director

Corrie Guynn, CPRP, Superintendent of Park Services

Breanne Labus, CPRP, Superintendent of Recreation

Jon Marquardt, CPRP, Superintendent of Facilities

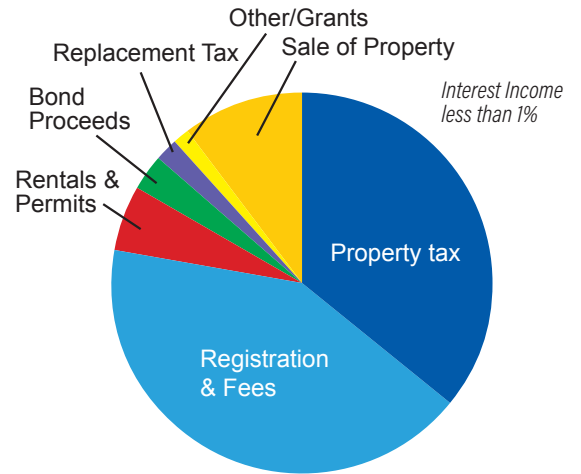
William Schmidt, CPA, Superintendent of Business Services



Financial Results

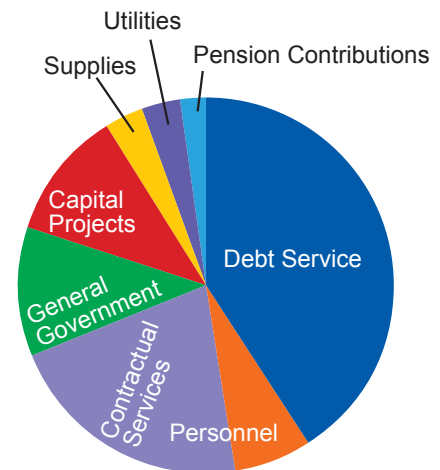
Revenue

	Amount	Percent
Property Taxes	\$10,821,131	42.16%
Registration & Fees	\$9,232,759	36.01%
Bond Proceeds	\$4,961,001	10.13%
Sale of Property	\$3,044,294	5.47%
Rentals & Permits	\$988,168	3.24%
Other/Grants	\$582,846	1.94%
Replacement Taxes	\$379,683	1.26%
Interest Income	\$43,257	0.14%



Expenditures

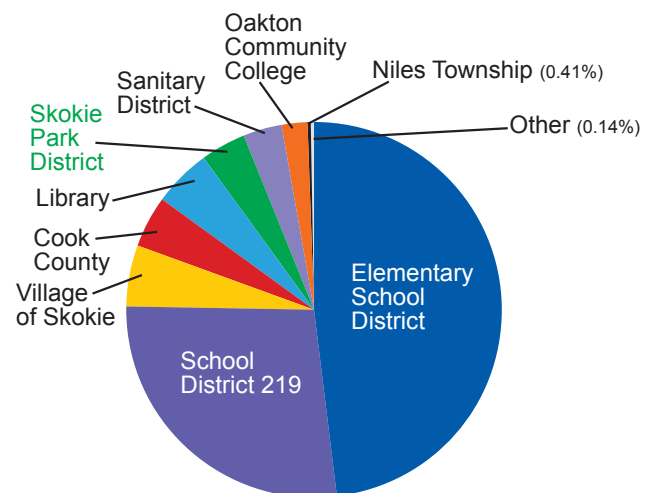
	Amount	Percent
Personnel	\$10,852,594	40.93%
Debt Service	\$5,640,173	21.27%
Contractual Services	\$2,987,019	11.26%
General Government	\$2,931,102	11.05%
Capital Projects	\$1,770,689	6.65%
Supplies	\$927,774	3.5%
Utilities	\$863,403	3.26%
Pension Contributions	\$544,709	2.05%



Total Fund Balance on May 1, 2019.....	\$3,614,528
Total Fiscal Year Revenue.....	\$30,053,139
Total Fiscal Year Expenditures	\$26,517,463
Total Fund Balance on April 30, 2019.....	\$7,150,204

Where Your Tax Dollars Go (2019)

	Percent
Elementary School District*	48.17%
School District 219	27.37%
Village of Skokie	5.2%
Cook County	4.92%
Skokie Public Library	4.53%
Skokie Park District	3.73%
Sanitary District	3.53%
Oakton Community College	2%
Niles Township	0.41%
Other	0.14%



* Percentage for School District 69. Actual percentages