

2024



Woodridge
PARK DISTRICT



ANNUAL ACHIEVEMENTS REPORT

*A Year of Continued Growth,
Significant Impact, and Success*

The following is a review of major achievements by department for the current fiscal year.



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ADMINISTRATION

1. Jenny Knitter was appointed to serve as a member of the IPRA/IAPD Distinguished Agency Accreditation Committee (3-year term: 2024 – 2026).
2. Jenny Knitter completed year two of NRPA's Director School and graduated from the program in March 2024.
3. Worked with the Marketing Department to create website updates related to Jubilee Point Park including a presentation to the Golden Years Club regarding the upcoming project.
4. Mike Adams, Chris Pollack and Jenny Knitter worked closely with the Marketing and Community Engagement Department to create and edit a short video about Jubilee Point Park that was presented at the State of the Village on May 7, 2024.
5. Mike Adams, Chris Pollack and Jenny Knitter worked closely with Woodridge Cable TV Channel 6's video journalist Tim Jenson to create some educational video pieces related to the site's history, efforts in conservation and planned development of Jubilee Point Park – Phase 2 development work. This video was released in October 2024.
6. Jenny Knitter conducted a Board Park Tour on Monday, June 10th from 5 – 7:30pm.
7. Received a full grant in the amount of \$99,804 for the purchase and installation of the Air Disinfection Systems for the Fred C. Hohnke Community Center, the ARC and the Village Greens Club House.
8. Completed the Efficiency Report and published on the District's website and submitted to both DuPage and Will Counties in January, 2024, to comply with the State mandate for this efficiency documentation report.
9. Continued to partner with the Woodridge Rotary for use of the Cypress Cove Parking Lot for the annual Recycling Extravaganza that occurred on May 11, 2024 from 7am – 11am.
10. Approved a Resolution for the Department of Commerce and Economic Opportunity Grant for \$50,000 for the Ide's Park Connector Path Project located in the Nicor Easement.
11. Revised several District Policies and Procedure and Job Manuals including:

A. MANUAL 1, POLICIES:

- III.2.3 Freedom of Information Request Procedures (*Revised*)
- IV.1.20 Reimbursement of Travel Policy (*Revised*)
- VIII.1.3 Equal Employment Opportunities (*Revised*)
- VIII.3.8 Emergency Closing Policies & Procedures (*Revised*)
- VIII.3.14 Hiring Procedures (*Revised*)
- VIII.3.16 Employer's Requirement to Report New Employees (*Revised*)
- VIII.3.17 Personnel Records Policy (*Revised*)
- VIII.3.19 Compensatory Time Policy (*Revised*)
- VIII.3.20 Telecommuting Policy (*Revised*)
- VIII.3.21 Alternative Work Day Schedule Policy (*Revised*)
- VIII.3.22 Full-Time Employee: Summer Reduced Work Week Pilot (*New & Removed*)
- VIII.4.8 Work Day (Full-time Employees) Policy (*Revised*)
- VIII.5.4 Payroll Periods, Payday & Payroll Fraud Protection (*Revised*)

ADMINISTRATION (CONTINUED)

A. MANUAL 1, POLICIES (CONTINUED):

- VIII.5.5 Recording of Hours Worked (*Revised*)
- VIII.5.9 On-Call and Off-Duty Call-In Policy (*Revised*)
- VIII.6.6 Vacation Leave (*Revised*)
- VIII.6.7 Holiday (*Revised*)
- VIII.6.8 Personal Leave (*Revised*)
- VIII.6.9 Use of Park Facilities & Programs by Employees (*Revised*)
- VIII.7.1 Paid Sick Leave Policy (*Revised*)
- VIII.7.2 Bereavement Leave(*Revised*)
- VIII.7.7 Victim's Economic Security & Safety Act (VESSA) (*Revised*)
- VIII.7.9 Employee Blood and Organ Donation Leave Act (*Revised*)
- VIII.8.9 Pregnancy Discrimination Policy (*Revised*)
- VIII.9.3 Safety Policy Statement(*Revised*)
- VIII.9.15 Cell Phone Policy (*Revised*)

B. MANUAL 3, JOB DESCRIPTION REVISIONS:

- I. ARC.12.2 Facility Maintenance Technician (*Revised*)
- I. ARC.12.19 Building Attendant (*Revised from Assist. Fac. Maint Tech*)
- I. REC.2.10 Building Services Attendant (*Revised*)
- I. ADM.1.2 Deputy Director(*Revised*)
- I. ADM.1.4 Risk Manager (*Revised*)
- II. VGG.18.25 Assistant Golf Course Manager (*Revised*)



ADMINISTRATION CONTINUED

B. MANUAL 3, JOB DESCRIPTION REVISIONS (CONTINUED):

- II. FIN.1.2 Human Resources Manager (*Revised*)
- I. MNT.1.1 Superintendent of Parks (*Revised – add snow management and contract management*)
- I. MNT.1.2 Park Maintenance Manager (*Revised from Park Maintenance Operations Manager – change to non-exempt*) – remove snow management and add to Supt of Parks / add 50% in field or working manager.
- I. MNT.1.3 Maintenance – Level 3 (*Revised*)
- I. MNT.1.4 Maintenance – Level 2 (*Revised*)
- I. MNT.1.5 Maintenance – Level 1 (*Revised*)
- I. MNT.1.6 Park Maintenance Operations Mechanic (*Revised*)
- II. FIN.1.3 Accountant (*Revise*)
- II. ARC.12.9 Fitness Guest Services (*Revised*)
- I. VGG.18.4 Food and Beverage Manager (*Revised*)
- I. VGG.18.11 Golf Outing/Event Supervisor (*Revised*)

NEW JOB DESCRIPTIONS:

- I. REC.2.2 Assistant Superintendent of Recreation (*New - 2025 Org Chart*)
- I. ADM.1.7 Executive Assistant (*New - 2025 Org Chart*)
- I. ADM.1.8 Administrative and Project Specialist (*New - 2025 Org Chart*)
- II. FIN.1.6 Human Resources Generalist (*New - 2025 Org Chart*)

REMOVED JOB DESCRIPTIONS:

- I. ADM.1.6 FHCC Facility Manager (*duties to Assistant Superintendent of Recreation*)
- I. PLG.1.1 Director of Parks, Planning & Development (*duties to Superintendent of Planning and Development & Superintendent of Parks*)
- I. PLG.1.5 Landscape Specialist (*duties to Maintenance – Level 2 (PDNRM)*)





ADMINISTRATION (CONTINUED)

12. Improved alignment with adjacent properties and de-annexed two parcels immediately after the Lisle Park District annexed the same parcels to best provide the neighborhood with consistent Parks and Recreation services to the new development on the northwest side of Seven Bridges Commercial Development.
13. Worked closely with the Woodridge Rotary to plan for a Memorial Tree to honor Mike Adams and his many years of service in the club which was installed in the Keith W. Frankland Recognition Garden in the front of the Fred C. Hohnke Community Center dedicated on June 11, 2024.
14. Resolved to commemorate Mike Adams and his 34 years of service including the planning and coordination of the Turf Dedication event along with the Retirement event.
15. Mike Adams completed his contract as Woodridge Park District's 2nd Executive Director upon his official retirement on June 30, 2024.
16. On July 1, 2024, Jenny Knitter began her contract term and her official new position as Woodridge Park District's 3rd Executive Director in the District's 55-year history.
17. Assembled election packets for potential board candidates for the two board positions whose terms have expired: Commissioner Brian Coleman and Commissioner Sam Venouziou. Both commissioners submitted their complete petitions within the filing timeframe and no other candidates filed petitions for the April 1, 2025 election.
18. Honored Commissioner Jack Mahoney's 40th Anniversary On October 17, 2024, with a dedication ceremony and unveiling of the newly renamed Mahoney Pavilion at 83rd Street Park.
19. Submitted nominations for the IAPD's Good Sportsmanship Award and on October 25, 2024, the Board and Leadership Team attended IAPD's Best of the Best Gala in honor of Jack Mahoney's 40th Anniversary and Coach Josh "Bubba" Williams for winning this distinguished Award.
20. Collaborated with the Village in a partnership related to the 2024 Holiday Tree Lighting Special Event called Woodridge Winterfest that was held on November 23, 2024 from 4:30 – 9:30pm. Staff who attended the event saw a huge turnout of residents attending to participate in holiday activities and therefore, staff plans to continue this community partnership with the Village, Library, and Special Events committee for years to come.
21. Replaced office chairs at the FHCC as part of the capital replacement plan and to provide more ergonomic solutions for the staff.



AQUATICS

1. Received two Five-Star and one Four-Star Audit from StarGuard Elite and received a 100% reimbursement of Starguard Elite audit fees for successfully passing all three audits in 2024 in the amount of \$3000.
2. Redesigned Cypress Cove's entrance process to separate out pass holders to increase the efficiency of the check-in process.
3. Increased attendance by 4.7% and Admissions revenue by 3.9% from 2023.
4. Increased Group Outings revenue by 12.9% from 2023.
5. Increased Splash Parties revenue by 8.3% from 2023.
6. Increased Season Pass revenue by 4.2% from 2023.
7. Increased Number of Rentals by 29.4%, and Rental revenue by 74.1% from 2023.
8. Conducted leak detection services and repairs for the Main Pool deep well which resulted in a total repair cost of \$81,168 completed in April, 2024, ahead of the swim season.
9. Completed urgent repair and/or replacement of many aquatic operation features, including the Pre-Teen Splash Pad Variable Frequency Drive and Deep Well Pump, the Toddler Splash Pad Variable Frequency Drive, and the Body Flume Slide pump replacement.
10. Continued to address the lazy river bubble issue on a frequent basis. Along with the liner friction with the tubes that reduces the functionality of the slide as well as the water line grime that is uncleanable, the staff is preparing for the spring painting of the lazy river and began removing the lazy river slide and river liner in December.
11. Hired a contractor to provide weekend/holiday support by a Certified Pool Operator for Cypress Cove. The intent of this support was to allow on-call aquatic maintenance staff to have their weekends and eliminate working extended overtime in the pool season. Unfortunately, staff were often still called in to support.
12. Conducted Emergency repair work was completed at various features at Cypress Cove including the body flume slide motor and turbine pump repair.
13. Hired a leak detection service to identify if the bubbling of the lazy river was a result of another possible leak. Findings were inconclusive and the possible leak will be re-assessed in 2025.
14. Worked closely with the Marketing staff to compile a 2024 Year in Review and 2025 Projected Budget Impacts report to share as part of the budget preparation for Cypress Cove.
15. Prepared for work to be done in spring of 2025 with the management of the bid preparation and engineering services for the Cypress Cove – Main Drain Covers Replacement project.





FINANCE/IT/HR

1. Finance and HR staff installed PAYCOM, an employee-driven HRIS system to better streamline payroll and HR services.
2. Closed on \$1,518,000 Taxable General Obligation Limited Tax Park Bonds, Series 2024, using the deferred closing technique to save on interest expense.
3. Awarded the GFOA's Certificate of Achievement for Excellence in Financial Reporting for year ending 2023. This marks the 15th consecutive year the award has been received.
4. Presented the GFOA's Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR) for the year ended December 31, 2022.
5. Coordinated a volunteer effort on November 20, 2024, consisting of 15 Staff assisting at the West Suburban Food Pantry sorting food and stocking shelves for patrons.
6. Consulted with a contractor to replace an existing camera at Janes Avenue Park to ensure connection to the new District 68 update completed this summer.
7. Presented the Tax Levy for Board Review in November and held a public hearing on December 17, 2024, at 5:00pm, where the tax levy was approved for the 2025 budget.
8. Worked to establish the 2025 budget to align with capital development plans, capital replacement plans, operation and administrative needs along with expected revenue from grants, fees and charges.
9. Conducted the annual assessment of employee health benefits cost analysis and presented a viable option that the Board approved for 2025. No increases were passed onto employees for the 2025 benefits.
10. Replaced/updated many computers and phones throughout the District to modernize technology.

GOLF COURSE

1. Brandon Evans nominated for the 2024 Illinois Special Player Development Award by the Illinois PGA.
2. Hired new Food, Beverage & Events manager.
3. Expanded PGA Junior League from 64 participants to 96 participants.
4. Hosted the highest total rounds played (57,197) since the District assumed management of the course, excluding Covid-19 years of 2020 and 2021 when rounds were artificially inflated because the course only offered 9 holes instead of 18 holes.
5. Increased driving range revenues (over \$12,000) through selective marketing initiatives and increased golf lessons.
6. Releveled and resodded two tee boxes that were worn due to overuse.
7. Filled in two out-of-play bunkers (#3 and #4) that will reduce future maintenance burdens.
8. Launched and finalized the 64th Anniversary Membership drive, resulting in nearly 1000 memberships sold and just under \$500,000 in gross revenue.
9. Worked closely with the Marketing staff to compile a 2024 Year in Review and 2025 Projected Budget Impacts report to share as part of the budget preparation for Village Greens Golf Course.

PARKS

1. Matt Adams was awarded \$550 scholarships each from Midwest Institute of Park Executives (MIPE) for continued education opportunities in 2024.
2. Bid, purchased and installed the portable wheeled baseball outfield fence system for used at Janes Avenue Park's southwest baseball field.
3. Managed the completion of the Maintenance Fence replacement project that occurred in January 2024.
4. Worked with a contractor to conduct grounding inspections of all electrical components of the District's various parks, and in doing so, the Contractor revealed a compromised footing of one field light pole at Janes Avenue Park's northeast baseball field. Staff actively worked with PDRMA for over a year to address the cause and replacement. The replacement work was completed in spring of 2024, and in December, PDRMA agreed to pay the \$24,300 reimbursement of expenses due to the cause to be tornado-related.
5. Managed a new HVAC Operating System that was installed for the Fred C. Hohnke Community Center to improve operational controls associated with the new HVAC systems installed in 2023.
6. Requested proposals and upon contract award, managed services for a contractor to conduct turf fertilization at various parks from April through November.
7. Managed the second year of contract mowing for approximately 20% of mowed properties including 63rd Street Park, Caddie Corner Park, Forest View Park, Ide's Grove East/West/Legacy Parks, Internationale Estates Park, Nicor ROW at Ide's East Park, Severn Bridges Park, Summerhill Park, Sunnysdale Park, Westminster Park and Windy Point Park. This contract allowed the full-time Parks Maintenance Staff to focus on higher-skilled troubleshooting needs instead of low-skill level mowing and trimming tasks.
8. Hired and managed a contractor to provide weekend/holiday support by a Certified Pool Operator for the Hobson Splash Pad. This support allowed on-call maintenance staff to focus on fulfilling the higher priorities of weekend inspections of fields, rental facilities and miscellaneous call-in issues that came up in the busy summer season.
9. Managed the bid and contractor fabrication of carious Park Entry Sign Replacements and then installed completed signs at Lake Harriet, Mending Wall Park, Westminster Park, Echo Point Park and 63rd Street Parks.



PARKS (CONTINUED)

10. Worked closely with HR to hire many new full-time staff to fill vacant gaps left with retirements, resignations, and position changes, including Chris Blaugh, Erik Koven, AJ Oskerep, Dan Skird, and Tom Shimko.
11. After studying and passing the standardized national test, Matt Adams received his Certified Playground Safety Inspector certification.
12. Completed the contract management of the line striping and logo painting at the Janes Avenue Park – In-line Hockey/Futsal Court.
13. Worked with a local electrician to troubleshoot and solve the ongoing lighting issues at Cypress Cove Parking lot associated with the power surges resulting in LED driver failures. The solution was a volt reduction from 480 to 277 volts at each of the 73 light poles.
14. Coordinated the annual Clean Up the Parks Day on Saturday, April 13th, 2024.
15. Oversaw the air conditioning trouble-shoot with contractors and HVAC engineer review of the solution of reinforcement of rusted drain pan. The work was conducted in November.
16. Managed the contractor's replacement of the Orchard Hill Park/Cypress Cove Irrigation Well Replacement.
17. Coordinated and managed the warranty work for seal coating and line striping at Janes Avenue Park and Village Greens Parking Lots.
18. Bid the Portable Toilet Unit Rentals for 2025, with the option to extend the contract into 2026 and 2027.
19. Researched and sought out quotes for the replacement of a ball field groomer in need of replacement.
20. Dealt with several incidences of arson to portable units and their adjacent blinders that were heavily damaged and required replacement.
21. Enhanced the various decorations and canopy tree holiday lighting at the Fred C. Hohnke Community Center and the ARC.
22. Began management of a new 3-year waste & recycling dumpster rentals and disposal services contract.

DISTRICT STATS

35 DEVELOPED PARKS

OPEN SPACE AND NATURAL AREA SITES **41**

21 MILES PAVED OFF-ROAD PATHWAYS

PICNIC AREAS **19**

30 MULTI-PURPOSE OPEN PLAY AREAS

PICNIC SHELTERS **16**

685 ACRES

PLAYGROUNDS **32**

14 BASEBALL/SOFTBALL FIELDS

BASKETBALL COURTS **14**

12 TENNIS/PICKLEBALL COURTS



PLANNING, DEVELOPMENT AND NATURAL RESOURCE MANAGEMENT

1. Madi Greenberg was awarded a \$550 scholarship from the Midwest Institute of Park Executives (MIPE) for continued education opportunities in 2024.
2. Ryan Bordewick studied and passed the standardized national test, receiving his Certified Playground Safety Inspector certification.
3. Completed the Jubilee Point Park (Town Centre) Natural Area Improvement Plan, which included letters of support from the Conservation Foundation, University of Illinois Forestry Extension, and Morton Arboretum.
4. Managed a contract with Davey Tree Expert Company for the completion of the Woody Invasive Species Removal Project for Jubilee Point Park (Town Centre).
5. Received the Illinois Department of Natural Resources' Division of Education's Illinois Park District Habitat Improvement Grant in the amount of \$2,000 for Jubilee Point Park to improve the park site's natural areas. Staff coordinated a volunteer effort with Jefferson Junior High's Students along with Davey Tree Volunteers and WPD Staff Volunteers for a planting event on Arbor Day (April 26, 2024).
6. In spring 2024, staff cleaned up the site and seeded various perimeter areas adjacent to turf at Jubilee Point Park.
7. Completed prescribed burns with in-house trained Prescribed Burn Teams at Echo Point Park, Windy Point Park, Ide's Grove East Park, Mending Wall Park, Lake Harriet and Lake Carleton.
8. Bid and managed Contracted Prescribed Burns at Water Tower Reserve Outlots B and C, Vicente Outlot D and Heritage Parkway/Vicente Outlot including Duke Street Basin, Vicente Outlot E and Westminster Park.
9. Due to excessive amounts of algae this year, staff consulted with a contractor to mechanically remove the algae and began chemical treatment of the pond at Ide's Grove West Park.
10. Continued the second year of landscape maintenance services contract for weed control at 28 park sites.



PLANNING, DEVELOPMENT AND NATURAL RESOURCE MANAGEMENT (CONTINUED)

11. Bid, rejected a single bid, and re-bid the construction of the Hawthorne Hill Woods Path Development. Staff revised work with Living Waters Consultants to finalize the design, engineering and permitting and bid the construction of the Hawthorne Hill Path Development Project. Construction began in November, 2024.
12. Staff, with assistance from the DuPage County Sheriff's Work Alternative Program (SWAP), completed landscape bed renovations and shrub replacements at FHCC, ARC, Cypress Cove, Castaldo Park, Janes Avenue Park, and 63rd Street Park
13. Bid, contracted and completed Air Disinfection Systems for the Fred C. Hohnke Community Center, the ARC and the Village Greens Club House.
14. Requested proposals for three years of Ide's Grove West Park wetland – Maintenance Management Services.
15. Requested proposals for asphalt resealing work completed this summer including the path from Woodridge Drive to Meadowview School, the 83rd Street Park parking lot and lines and symbols at Cypress Cove parking lot.
16. Worked through permitting requirements from the Village of Woodridge to proceed with plans to develop the Multi-Site Improvement Project for Summerhill Park and Ides Grove East overlook.
17. Consulted for civil engineering services related to the ADA Accessibility improvements planned for Lake Harriet's pathway replacement work and the Janes Avenue Park new path development to the Northeast baseball field.

PLANNING, DEVELOPMENT AND NATURAL RESOURCE MANAGEMENT (CONTINUED)

18. Met with consultants and contractors and finally designed a spectator netting solution that utilized the existing backstop while protecting spectators from wayward foul balls at the Orchard Hill Baseball Complex. The installation began and was completed in fall of 2024.
19. Managed the year two contractual weed maintenance in landscape beds with Beary Landscaping, Inc.
20. Managed the contractor's completion of basketball court recoloring and line striping at the courts at 63rd Street Park.
21. Worked with Hitchcock Design Group to finalize the design and engineering services required for permitting and construction of Phase 2 of Jubilee Point Park.
22. Opened bids for Jubilee Point Park with a low bidder in which further investigation was required to ensure experience and understanding of the project scope. Staff, along with the project engineer conducted a meeting that resulted in all parties feeling confident that the full scope of work was understood and the experience of similar scope of work was comparable.
23. Coordinated the scheduled replacement of malfunctioning electronic playground equipment at the ARC. Kompan, the playground manufacturer, provided a commitment to remove the electronic components and replace them with a spinning net feature to replace the lost play value with the removal of the non-functional electronic pieces that the playground manufacturer no longer fabricates or warranties. The value of the equipment and installation is estimated to be over \$42,000 and will be no substantial cost to the District (just to relocation and pouring of the concrete footing for the shade sail feature).
24. Sought out proposals for high tree pruning of oaks and hickories at Echo Point Park, Lake Harriet and Ide's Legacy Park.
25. Staff continues to manage grant administration for the following grants:
 - a. \$600,000 OSLAD Jubilee Point Park
 - b. \$225,000 DCEO Jubilee Point Park
 - c. \$3,000 Trees Forever Jubilee Point Park
 - d. \$2,000 IDNR Habitat Improvement Jubilee Point Park
 - e. \$200,000 IDNR RTP Hawthorne Hill Woods Path
 - f. \$99,804 DuPage County Air Disinfection Systems





RECREATION

1. Superintendent of Recreation and Deputy Director Don Ritter, awarded the Village of Woodridge's 2024 Employee of the Year.
2. Offered the first Annual Easter Egg Hunt at Jefferson Junior High on Saturday, March 30th, 2024, distributing over 6,300 eggs in a matter of minute.
3. Approved an MOU with the Downers Grove Park District to allow Woodridge residents to rent garden plot space at DGPD at resident rates due to the shutdown of the Woodridge garden plots during the Jubilee Point Park development.
4. Purchased a new bingo board for the Jubilee.
5. Hosted the second largest turnout in the history of Haunted Forest Walk with 3,730 participants.
6. Collected 2,859 pounds of shoes in 2024 through the shoe collection program at the Fred C. Hohnke Community Center. The Park District has been partnering with USAgain for the past ten years and the recycled shoes material are used to construct tennis court surfaces.
7. Hosted Jubilee's second annual bags/corn hole tournament, and twenty-eight teams participated, showing an increase from the sixteen teams in 2023.
8. Completed and posted 2023 Recreation Statistics Report.

ARC

1. Replaced 3 heat exchangers for Roof Top HVAC Units. Staff submitted this costs to PDRMA which was covered as a claim for this emergency issue.
2. Replaced 10 existing stationary bikes with three upright bikes and five recumbent bikes.
3. Added 2 new water rowers, 1 new adjustable bench and 1 new half rack with Olympic bar and plates.
4. Repainted ARC staircase.
5. Hired a consultant to conduct preventative maintenance on motorized backboards and partitions completed this spring.
6. Expanded offerings including expanded fitness members hours, additional pickleball times, hosted Cabin Fever in February, held the first held the first Silver Sneakers Member event with 40 participants.
7. Eliminated the waitlist for the first time since Covid for Kidz Squad by adding staff also creating open spots going into 2025.

ARC (CONTINUED)

8. Increased 2024 Camp (Adventure and Trek & Travel) enrollment, hosting 10 weeks of summer camp with 200-220 participants per week (up from an average 160 participants per week in 2023).
9. Accomplished an all-time high for 2024 Fitness Personal Training revenue at over \$17,000, doubling the budgeted revenue projected.
10. Reached a record high for 2024 ARC rental revenue at \$388,000 (beat previous high by \$40,000).
11. Coordinated early voting and election day voting at the ARC for 3 weeks.
12. Worked closely with the Marketing staff to compile a 2024 Year in Review and 2025 Projected Budget Impacts report to share as part of the budget preparation for the ARC.





MARKETING & COMMUNITY ENGAGEMENT

1. Lauren Clancey attended year 1 of the IPRA Professional Development School.
2. Coordinated sponsorships of 2024 special events totaling \$12,275, which included 4 new businesses.
3. Opened up the Fred C. Hohnke Community Center Administrative Office Front Desk Hours to Monday through Friday from 9:00am to 4:00pm, excluding District Holidays, to align with Administrative Office Hours for more registration opportunities.
4. Redesigned park banners and requested proposals for the replacement of 120 vinyl park banners that will be displayed throughout various district properties.
5. Implemented an ARC Fitness Instructor marketing campaign to increase awareness of the instructors, their certifications and the classes they teach.
6. Established an ARC Fitness Partner of the Month sponsorship.
7. Designed and launched a monthly e-newsletter for ARC fitness members
8. Introduced a new Program Quick Guide that is available printed and digitally each season.
9. Captured video interviews, edited scripts for the creation of an informative Jubilee Point Park video presented at the State of the Village and on the project webpage.

RISK MANAGEMENT/SAFETY

1. Received \$500 in Park District Risk Management Agency (PDRMA) incentives for compliance with SMART goal action steps and completing Injury Prevention Worksheet in iLearning Engines. The remaining balance of incentives is to be received in January 2025.
2. Continue education regarding crisis management resulting in hiring consultant Joe Crimmins of Serve and Protect to conduct a complete assessment to include physical recommendations as well as training recommendations on how to best prepare our facilities and staff for emergency situations
3. Completed Active Threat assessment of the ARC and prepared an Active Threat Emergency Action Plan for the facility.

2024



LEARN MORE AT woodridgeparks.org

BOARD OF COMMISSIONERS

- » **BILL COHEN** *President*
- » **BRIAN COLEMAN** *Vice President*
- » **JACK MAHONEY** *Commissioner*
- » **SAM VENOUZIOU** *Commissioner*
- » **KEN PERRY** *Commissioner*

OUR MISSION

The mission of the Woodridge Park District is to enhance one's quality of life by providing superior parks, facilities and recreational services in a safe, fiscally responsible and environmentally sustainable manner, in partnership with the community.



SCAN THE QR
for more info!

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