

OFFICIAL PROCEEDINGS OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE PLEASURE DRIVEWAY AND PARK DISTRICT OF PEORIA, ILLINOIS, HELD AT 6:30 P.M. ON WEDNESDAY, APRIL 24, 2024 HELD AT THE BONNIE NOBLE ADMINISTRATION BUILDING, 1125 WEST LAKE AVENUE, PEORIA, IL

TRUSTEES PRESENT: Trustees Timothy Bertschy, Laurie Covington, Joyce Harant, Reagan Leslie Hill, Vice President Alexander Sierra, and President Robert Johnson.

TRUSTEES ABSENT: Trustee Steve Montez

STAFF PRESENT: Executive Director Emily Cahill, Brent Wheeler, Attorney William Streeter, Brianna Cobb, Melinda Huett, Hedy Elliott, Nick Conrad, Mike Friberg, Chief Todd Green, Scott Loftus, Edward Spencer, Shalesse Pie, Karrie Ross, and Alicia Woodworth.

1. CALL TO ORDER

President Robert Johnson presided and called the meeting to order at 6:46 pm.

2. ROLL CALL

3. CALL FOR MOTION TO PERMIT TRUSTEE TO ATTEND MEETING ELECTRONICALLY

No Trustees requested to attend the meeting electronically.

4. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

5. MINUTES

5.A. Approval of Minutes of April 10, 2024 Regular Board Meeting

Vice President Sierra MOVED TO APPROVE the April 10, 2024 Regular Board meeting minutes. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Bertschy - Abstain, Covington - Aye, Harant- Aye, Hill – Aye, Vice President Sierra – Abstain, and President Johnson - Aye. (Results: 5 Ayes; 1 Abstain; 0 Nays).

6. PRESENTATION OF THE 2023 RHODELL E. OWENS DISTINGUISHED GROUP COMMUNITY SERVICE AWARD

President Johnson presented the Rhodell E. Owens Distinguished Group Community Service Award stating the following: As many of you know, Rhodell E. Owens was the Director of Parks and Recreation for the District from 1945-1981. He left a marvelous legacy of service to the community by his involvement with cultural and civic organizations. His name is synonymous with good citizenship and quiet service to fellow citizens and he was a leader in the field of parks and recreation. Therefore, it is fitting to commemorate his life with the Rhodell E. Owens Distinguished Group Community Service Award, to be presented to a local group which has made an outstanding contribution to the Peoria Park District through special donations of dollars, volunteer work, services, etc., and/or ongoing support on a special project for the advancement of parks and recreation that improves the quality of life within the community.

7. PRESENTATION OF THE 2023 LANDEN MEMORIAL VOLUNTEER SERVICE AWARD

President Johnson presented the Landen Memorial Volunteer Service Award stating the following: As many of you know, in 1986 the Board of Trustees established the Landen Memorial Volunteer Service Award, which was established in recognition of Frances "Pat" Landen, a dedicated long-time volunteer. An important part of keeping the spirit of volunteerism alive is to express our gratitude in a tangible way and honor individual volunteers.

The Board of Trustees established the Landen Memorial Volunteer Service Award to honor an individual who has voluntarily given of his or her time, talents and skills, thereby assisting the Peoria Park District in the accomplishment of its overall goals.

8. STAFF REPORTS

8.A. Executive Director

Executive Director Cahill thanked everyone that was a part of the Earth Day Festival at Forest Park Nature Center last Saturday. It was the inaugural kickoff of the District's mascot "Forrest" who has been featured in the District's anti-littering campaign and throughout the community.

Executive Director Cahill reported that the District is working with students in the 61603 area to get their feedback about activities to be included in the reimagined July 3rd event that will run from 10 am to 3 pm, and day-long event on September 7th celebrating the birthday of Glen Oak Park.

Executive Director Cahill expressed gratitude to President Johnson who helped the Park District steward a donation in the amount of \$224,000 received last week to support improvements at Peoria Zoo.

8.B. Chief of Police

Chief Todd Green presented the March 2024 Police Activity Report. *Please see Attachment A.*

9. COMMITTEE REPORTS

9.A. Finance Committee – Approval of Accounts Payable

The Finance Committee Presents the Accounts Payable for Approval

Trustee and Finance Committee Chair Bertschy reported that the Finance Committee met and has examined the bills and found without exception and moves that the President and Secretary be authorized to issue orders to the Treasurer for the several amounts shown in the agenda and MOVED TO APPROVE the current listing of accounts payable. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Bertschy, Covington, Harant, Hill, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Nays)

9.B. Planning Committee – Minutes of March 13, 2024 Meeting

The Planning Committee Presents the Approved Minutes of its March 13, 2024 Meeting

Trustee and Planning Committee Chair Covington presented the approved minutes of the March 13, 2024 Planning Committee meeting to the Board for review.

10. NEW BUSINESS

10.A. Q1 Strategic Planning Process

Executive Director Cahill presented a status update for the District's strategic goals as of end of March, 2024 (Q1). *Please see Attachment B.*

Trustee Bertschy stated that this is very impressive and staff did a marvelous job in putting it all together. He wondered if the document, as large and overlapping in areas as it is, could be placed on a wall or large area so that it can be seen in totality as we move through it. In addition, Trustee Bertschy asked if it made sense to have a meeting so that Trustees can spend time

reviewing and discussing the document so that they all have a better understanding of what it all means because to him, this is what the Park District is all about.

Vice President Sierra applauded staff for a job well done in reporting the Strategic Plan in detail and the focus necessary to carry it all out. It highlights the large volume of projects the District undertakes and provides to the community.

President Johnson remarked that the number of Rec 'N Roll offerings during the summer is very impressive, with programming offered in every park and he thanked staff for all the work they do.

11. CALENDAR OF CONSENT ITEMS

11.A. Bid – District Wide Chip & Seal

11.B. Bid – Grandview Drive Rip Rap Placement on Grandview Avenue

11.C. Quote – Kellogg Office Build Out

Trustee Bertschy stated that many of the documents to be filled out by the vendor/contractor are incomplete or completed incorrectly. He would like staff to please ensure the documents are completed correctly before submitting for Board approval. Mike Friberg stated that during pre-bid meetings, the importance of correctly and completely filling out the required forms could be reiterated.

Vice President Sierra MOVED TO APPROVE Calendar of Consent Items 11.A. thru 11.C. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Bertschy, Covington, Harant, Hill, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Nays).

12. PENDING BUSINESS

None at this time.

13. CITIZEN REQUEST TO ADDRESS THE BOARD

None at this time.

14. COMMUNICATIONS

14.A. Thank You

14.B. Kroger Rewards

15. OTHER BUSINESS

None noted at this time.

16. ACTION STEPS REVIEW

None noted at this time.

15. ADJOURNMENT

At 8:06 pm Trustee Bertschy MOVED TO ADJOURN. Motion seconded by Vice President Sierra and carried on the following roll call vote: Trustees, Bertschy, Covington, Harant, Hill, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Nays).

Full discussion can be viewed at the following link: <https://www.youtube.com/watch?v=OniFoKy3P7w>

Respectfully Submitted by Alicia Woodworth
Executive Assistant and Board Secretary

POLICE ACTIVITY SUMMARY – March, 2024



TOTAL NUMBER OF ALL REPORTS: 16

CRIME REPORTS

<i>Location</i>	<i>Date/Time</i>	<i>Offense Type</i>	<i>Case #</i>
Morton Square Park	3/12/24 - 1727	Aggravated Domestic Violence/Domestic Violence on a Child/Domestic Violence/ Criminal Damage to Property Case Summary: Family Member Battered by Father	24-24
Lakeview Park	3/24/24 – 0853	Park Ordinance Violation Case Summary: Illegal Camping	24-26
Giant Oak Park	3/16/24 - 1400	Park Ordinance Violation Case Summary: After Hours Use of Park	24-29
Riverplex	3/18/24 - 1506	Theft Case Summary: Stolen Cell Phone	24-30
Bradley Park	3/20/24 - 1858	Park Ordinance Violation Case Summary: Possession and Use of Cannabis (3 Juveniles)	24-31
Green Valley Camp	3/26/24 - 0916	Criminal Damage to Property Case Summary: Unknown Suspect Broke Window of Storage Building	24-32
John Gwynn Park	3/27/24 – 1726	Mob Action Case Summary: Battery at Basketball Court	24-34
Martin Luther King Park	3/30/24 – 2000	Mob Action Case Summary: Large Group of Juveniles Fighting	24-35
Bradley Park	3/31/24 – 1845	Burglary/Motor Vehicle Theft Case Summary: Unknown Suspect Burglarized Bradley Park Maintenance Office	24-36

MONTHLY TOTAL – CRIME REPORTS: 9

NON-CRIME REPORTS

<i>Location</i>	<i>Date/Time</i>	<i>Offense Type</i>	<i>Case #</i>
3700 Blk of Grandview Dr.	03/03/24 - 1900	Other Investigation Case Summary: Deer Hit by Motor Vehicle	24-20
Rock Island Trail	03/06/24 1500	Found Property	24-21
Rock Island Trail	3/11/24 – 1500	Found Property	24-23
Bradley Park	3/15/24 - 1150	Found Property	24-27
Glen Oak Park	3/15/24 – 1245	Found Property	24-28

1000 W. Gift Ave.	3/27/24 – 1024	Peoria Park Police Drone Used to Assist Peoria Police Investigation	24-33
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MONTHLY TOTAL – NON-CRIME REPORTS: 6

TRAFFIC CRASH REPORTS

<i>Location</i>	<i>Date/Time</i>	<i>Tickets Issued</i>	<i>Case #</i>
Riverplex	03/07/24 – 1750	None	24-22

MONTHLY TOTAL – TRAFFIC CRASH REPORTS: 1

TRAFFIC CITATIONS

<i>Location</i>	<i>Date/Time</i>	<i>Offense</i>	<i>Ticket #</i>
Upper Detweiller Park	03/04/24 – 1700	Speeding	24-1494
N. Galena Rd.	3/5/24 - 1735	Speeding	24-1522
Grand View Dr.	3/5/24 – 1710	Speeding	24-1520
Detweiller Park	3/9/24 – 1520	Suspended Vehicle Registration	24-1620
Detweiller Park	3/10/24 - 1450	Speeding	24-1635
N. Galena Rd.	3/10/24 – 1925	Speeding	24-1646
Kinsey Park	3/24/24 – 1850	Speeding/Uninsured Motor Vehicle/Expired Registration	24-1901, 24-1903, 24-1904
Glen Oak Park	3/26/24 - 1445	Suspended Registration	24-1926
Detweiller Park	3/30/24 – 1925	Speeding	24-2023
E. War Memorial Drive	3/30/24 – 1400	Suspended Vehicle Registration/ Operate Uninsured Motor Vehicle	24-2016, 24-2017
Bradley Park	3/31/24 – 1530	Driving on Suspended License	24-2035

MONTHLY TOTAL – TRAFFIC CITATIONS: 14

ORDINANCE VIOLATIONS

<i>Location</i>	<i>Date/Time</i>	<i>Offense</i>	<i>Case #</i>
Giant Oak Park	3/16/24 – 1400	After Hours Use of Park	24-29
Bradley Park	3/20/24 – 1858	Possession and Use of Cannabis	24-31

MONTHLY TOTAL – ORDINANCE CITATIONS: 4

PARKING VIOLATIONS

Location	Date and Time	Offense	Ticket #
Lakeview Park	3/13/24 - 0812	No Parking Zone	01528
Lakeview Park	3/18/24 - 1245	No Parking Zone	01529
Lakeview Park	3/23/24 - 0905	Improper Parking	05581-05583
Lakeview Park	3/24/24 1338	No Parking Zone	05584
Glen Oak Park	3/30/24 - 1248	No Parking Zone	08646
Detweiller Park	3/31/24 - 2005	Improper Parking	05585

MONTHLY TOTAL – PARKING VIOLATIONS: 8

Reviewed by: Chief Todd C. Green Date: 04/03/24



Date: April 20, 2024
To: Peoria Park District Board of Trustees
From: Emily Cahill, Executive Director
Re: Strategic Planning Progress

Following is a status update for the District’s strategic goals as of March 2024. Highlights will be reviewed at the District’s April 24, 2024 Board meeting.

As always if you have questions, comments, or concerns, please don’t hesitate to contact me.

Thank you!

Peoria Park District

STRATEGIC PLAN DETAIL 2024

OUR COMMITMENT TO DIVERSITY, EQUITY, INCLUSION AND ACCESSIBILITY

Pillar One *Equitable Access to Parks, Facilities, and Programming:*

Goal: Offer quality programs in diverse geographic locations across the District.		
Strategy 1.1	Establish measurable goals for geographic spread and participation of programs and events across the District's reach.	Program staff in consultation with DEIA and Program Committees
Strategy 1.2	Strategically allocate resources to ensure that improvements at Glen Oak Park, Owens Center, Proctor Recreation Center, and in Golf are prioritized in the next 3-5 years.	Executive Team and Board
Goal: Simplify processes where possible.		
Strategy 2.1	Update the rental/field trip process for recreation facilities by implementing online reservation systems (where possible) and simplifying fee structures for consistency and to support non-profit access to programs and spaces.	Rental Ad Hoc Working Group
Strategy 2.2	Prioritize a process for coordinating both front facing and	RecTrac Admin Team

	administrative software platforms that ensure user-friendly focus and ease of use to include transitioning Peoria Zoo from Centaman to RecTrac.	
Strategy 2.3	Develop and implement a process for evaluating asset management and job costing tracking to reduce administrative burden and cost and improve data collection and evaluation opportunities.	Business/Parks/Planning Admin
Goal: Improve physical access to parks and trails.		
Strategy 3.1	Build out and implement a plan for purchase of and use of Trak Chairs.	Relevant leadership team members with input from DEIA Committee
Strategy 3.2	Prioritize addressing potential visible and invisible barriers to participation in capital projects and mitigate them during design process.	Relevant leadership team members with input from DEIA Committee

Strategy 1.1: Establish measurable goals for geographic spread and participation of programs and events across the District's reach.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Review current inventory and spread by category.	Superintendent of Recreation	10/23	11/23	Inventory Document	Will repeat in 2024 but won't be completed until Q4.
Establish goals for best practice spread by category.	Executive Team with feedback from Program and DEIA Committees		8/24	Strategy guide with measurable goals for geographic spread	Not yet developed.
Apply goals for 2024 inventory where possible.	Program staff with consultation of Executive Team		3/24	2024 Program Schedule	Staff has worked to ensure the best possible equitable geographic spread to Parks on Tap and Yoga in the Park.
Track participation numbers in 2024 and make recommendations for 2025.	Superintendent of Recreation		12/24	Data report.	Staff has started collecting information through February.
Apply changes as new programs are schedules/planned.	Program staff		Ongoing		

Strategy 1.2: Strategically allocate resources in 2024 and 2025 to ensure that improvements at Glen Oak Park, Owens Center, Proctor Recreation Center, and in Golf are prioritized in the next 3-5 years.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Develop a high-level multi-year milestone schedule for the identified projects showing potential funding sources (debt issuance/capital campaign/grant writing).	Executive Team	2/1/24	5/1/24	Schedule	This document is in process and will form the basis of our (Not a) Retreat on April 30.
Build out high level project time lines for each identified project showing time needed for each phase	Planning/Exec Team	2/1/24	6/1/24	Schedule	See above.

of project with an emphasis on funding. (A/E hire/schematic/design development/construction docs/construction).					
Assess operational impact as part of this timeline/resource allocation to ensure minimization of negative impact on users during a contemplated construction schedule.	Exec Team				Combined with above.

Strategy 2.1: Update the rental/field trip process for recreation facilities by implementing online reservation systems (where possible) and simplifying fee structures for consistency and to support non-profit access to programs and spaces.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Gather current inventory of fee structures and contracts/agreements to include insurance documentation across locations	Rental Working Group	1/1/24	2/16/24	Compilation of current forms	Started gathering and reviewing rental contract information and will start eliminating duplicates. The plan is to create one contract with multiple addendums based on the type of rental.
Review and assess for equity opportunities and consistent application.	Rental Working Group	1/1/24	2/28/24	Revised form and recommendation for policy/procedure changes	Not yet started
Recommend any changes to current process necessary to support equitable access to rental programs and spaces.	Rental Working Group		3/27/24	Staff recommendation if needed	Not yet started

Strategy 2.2: Prioritize a process for coordinating both front facing and administrative software platforms that ensure user-friendly focus and ease of use to include transitioning Peoria Zoo from Centaman to RecTrac.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Develop a strategy for transition of Peoria Zoo to RecTrac, identifying phasing that honors staff resources and ease of transition.	RecTrac Admin Team and Zoo leadership	Q2 2024	Q2 2024	Staff recommendation for transition timeline	Not yet started.
Engage current staff users to learn more about their needs and uses before selecting projects to move forward. Consider seasonal needs of affected locations in scheduling and work with leadership to implement and promote changes.	RecTrac Admin Team and Zoo leadership	Q3 2024	Q4 2024	Staff survey/focus group data	Not yet started.
Educate the public about changes to their access, both good and different.	Marketing Team	Q1 2025	Q1 2025	Marketing materials	Not yet started.
Implement new software/hardware across all uses at Peoria Zoo.	RecTrac Admin Team and Zoo staff	Q 1 2025	Q1 2025		Not yet started.
Review and determine if process is needed at other locations in the District.	RecTrac Admin Team				Not yet started.

Strategy 2.3: Develop and implement a process for evaluating asset management and job costing tracking to reduce administrative burden and cost and improve data collection and evaluation opportunities.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Build out goals for software needs in this issue area.	Business/Parks/Planning Admin	Q1 2024	Q3 2024		In process.

	Leadership				
Engage current staff users to learn more about their needs and uses before selecting projects to move forward.	Business/Parks/ Planning Admin Leadership	Q1 2024		Survey results	Survey has been completed and is currently under review by IT staff.
Prioritize and schedule current structure based on staff resources and financial viability of change (software/hardware costs).	Business/Parks/ Planning Admin Leadership				TBD.
Budget accordingly and implement.	Business/Parks/ Planning Admin Leadership	Q3 2024	Ongoing	Capital Improvement Plan and operational budget.	TBD.

Strategy 3.1: Build out and implement a plan for purchase of and use of Trak Chairs.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Find a capital funding source to purchase the chairs.	Board of Trustees				Trustee Bertschy made ask to Carle Health; they accept requests in Q3 of each year. Staff will calendar this and work on building out a request for Q3 submission.
Build out a sustainable operational plan that allows for staff training and equitable access to the chairs.	Staff leadership				Not yet started.
Budget for the operational impacts of this effort and seek sponsorship or grant dollars to offset costs.	Staff leadership and Board of Trustees		Q4		Not yet started.
Implement and promote accessible, inclusive operations of the program.	Staff		Q2 2025		Not yet started.

Strategy 3.2: Prioritize addressing potential visible and invisible barriers to participation in capital projects and mitigate them during design process.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Review funded projects to determine which contain potential barriers to accessibility and inclusivity.	Planning	2/1/24	4/1/24	List of projects containing potential barriers for additional input.	This has been operationalized and is a part of the work done as part of development of our annual bond issue.
Coordinate with HISRA and community to ensure inclusivity efforts during design of relevant projects.	Planning	2/1/24	On going		The expectation of engaging with HISRA has also been operationalized moving forward.

Pillar Two: Focus on the PPD Workforce

Goal: Build a workforce that looks like the community we serve.		
Strategy 1.1	Support the growth of Be Anything! from a career exploration program for young children to one that supports opportunities through high school and college that across the continuum, support exploration and exposure to careers across the organization.	Workforce Development Working Group
Strategy 1.2	Consider the viability of offering career exposure opportunities for youth ages 13-15 that become pipelines for seasonal positions like camp counselor or lifeguard.	HR Department
Goal: Support the growth and development of existing staff.		
Strategy 2.1	Develop a process for leadership/staff development training program that focuses on both general leadership and industry-specific expertise. Begin with implementation of customer service training across all PPD locations.	Executive Team/HR Department/Consultant

Strategy 1.1: Support the growth of Be Anything! from a career exploration program for young children to one that supports opportunities through high school and college that across the continuum, support exploration and exposure to careers across the organization.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Build out a plan for expansion of Be Anything! to extend its reach beyond kids ages 0-8 at the Peoria PlayHouse to brand all career exposure efforts at the District under this name.	Workforce Development Working Group				Ongoing.
Establish an annual Be Anything! Week that leads up to the World Wide Day of Play and celebrate career exploration efforts across our community.	Workforce Development Working Group with communications to Signature Events Working Group		May 5-12 (WWDOP is May 11)		Planning is underway for this event.
Develop a marketing strategy that supports this work and that highlights existing careers at the District and their impact.	Marketing Team	2/1/24	4/1/24		Staff is working on this effort now.
Support PlayHouse auction with PPD career opportunities.	Board and Staff				This is happening now....
Identify strategies to provide scholarshiped access to auction experiences.	Be Anything! Planning Team				Our Supervisor of Community Connections is working to connect opportunities to the Mayor's Role Model Project
Build out continuum of programming that supports the theme beyond BA! Week.	Workforce Development Working Group	1/1/24	6/30/24		In process.

Strategy 1.2: Consider the viability of offering career exposure opportunities for youth ages 13-15 that become pipelines for seasonal positions like camp counselor or lifeguard.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Identify opportunities for middle-school and early high school workforce development opportunities that engage youth in Peoria Park District positions that make sense as “first” employment experiences to build responsibility and soft employment skills.	HR Department				
Start with development of comprehensive Counselor-in-Training (CIT) program within our camp program to provide professional development opportunities for 13-15 year olds.	Camp Planning Working Group				Started gathering information and will develop an effective Counselor-In-Training program by 4Q.

Strategy 2.1: Develop a process for leadership/staff development training program that focuses on both general leadership and industry-specific expertise. Begin with implementation of customer service training across all PPD locations.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Finalize curriculum for customer service training and accompanying workbook for staff.	DEIA Officer, Exec Staff, HR Staff, Consultant		March 30, 2024		This training has been developed and will finalize after the leadership team meeting on 4/9. An accompanying workbook has also been developed.
Create video version of training for onboarding use.	Team and Marketing Staff		March 30, 2024		This will be completed by 4/15/24
Kick-off training with celebration with all staff.	DEIA Officer, Executive Director		March 30, 2024		This will take place on April 18, 2024.
Build plan for ongoing training of staff and reinforcement of	DEIA Officer, Executive Team,				In process.

curriculum and expectation at all levels.	HR Staff, Consultant				
Develop and implement model for leadership development for staff.	Superintendent of HR				A calendar for 2024 has been developed and will be presented at the April Leadership Team meeting.
Identify goals for mentorship training and support of next generation of leaders and prioritize in 2025 plan.	Superintendent of HR, executive leadership				In process.

Pillar Three: Actively Promote and Encourage the Diversity, Equity and Inclusiveness of PPD-Funded Contractors and Suppliers.

Goal: Proactively identify contracting and procurement needs and identify diverse vendors for each category of spend.		
Strategy 1.1	Develop a strategy for increasing diverse vendor spend for goods and services and implement and report on the same semi-annually.	Purchasing, Planning
Goal: Continue implementation of the District’s Qualifying Construction Contracts policy and Workforce Goals.		
Strategy 2.1	Continue efforts to refine vendor-facing process and materials with a focus on increasing DEIA participation and provide regular status updates on the same to DEIA Committee.	Planning and Compliance Manager
Goal: Develop an internal database of diverse vendors for easy reference in direct buy, quote and bid projects.		
Strategy 3.1	Establish universal database to house existing, new, and potential vendors with a column dedicated to diverse vendor business classification, using state and local resources for the same.	Planning/Purchasing
Goal: Reduce administrative obstacles with a revamp of the Vendor Registration Portal.		
Strategy 4.1	Build out a searchable vendor information data collection process and registry for use in administrative tracking of diverse businesses.	Purchasing

Strategy 1.1: Develop a strategy for increasing diverse vendor spend for goods and services and implement and report on the same semi-annually.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Identify general categories of goods and services regularly purchased and any projected procurements for the upcoming fiscal year.	Staley, Johnson, Planning Staff	2/1/24	4/1/24	List of goods & services	-Annual calendar of procurements being documented as bids/quotes are being published.
Identify categories of spend with opportunity for increased diverse vendor spend, and potential diverse vendors for each applicable category.	Johnson	2/1/24	4/1/24	List of categories & potential diverse vendors	-Multiple categories were identified in the diverse spend report presented to the DEIA committee on 2/27/24. -A list of potential diverse vendors is being culled from entities publishing HB453 reports in central Illinois and other M/WBE registries.
Communicate quote/bid/contract opportunities to applicable diverse vendor list.	Planning Staff/Purchasing	2/1/24	On going	Notifications to vendors/contractors	- An intentional effort is made to notify diverse contractors on each bid project to date. - Efforts and results are being tallied by Planning and have been added to the monthly Qualifying Construction Contract report provided to the DEIA committee. - Purchasing is being provided access to Planning's bid site for published bid/quote opportunities, reducing administrative obstacles for diverse vendors. -Contractors in the PPD's M/WBE Business Directory were contacted and encouraged to apply for registration with the State of IL's BEP program in advance of the Golf Learning Center project.
Report diverse spend information to DEIA Committee and board annually.	Johnson		3/31	Report	- Complete. The report was provided to the DEIA committee on 2/27/24. -Action step has been revised to report annually by end of Q1 only moving forward per DEIA committee

					request.
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Strategy 2.1: Continue efforts to refine vendor-facing process and materials with a focus on increasing DEIA participation and provide regular status updates on the same to DEIA Committee.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Review current manuals, notifications, letters and contracts and identify opportunities for improvement/clarification. Execute.	Planning/Johnson	2/1/24	On going	Revised verbiage	- EEO form revised to include emphasis on utilization analysis and affirmative action. - Vendor brochure design is in process for PPD's participation in the City's procurement expo highlighting diversity initiatives. PPD M/WBE Business Directory was updated 02/2024.
Build checklist for all projects that includes scripted pre-bid meetings and process for post award expectation setting. Execute.	Planning/Johnson	2/1/24	4/1/24	Check list	- Workforce goals reiterated in Notice of Award and Notice to Proceed communication templates. -Checklist created, need to review and revise to include touchpoints with contractors including mid-project follow up on workforce goals.

Strategy 3.1: Establish universal database to house existing, new, and potential vendors with a column dedicated to diverse vendor business classification, using state and local resources for the same.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Reference State of IL, City of Peoria, MBDC, IDOT and other diverse vendor business directories for available local contractors and vendors in applicable expense categories.	Johnson	2/1/24	On going		-Directories reviewed and contractors added to PPD's M/WBE Business Directory as of 02/2024 and to Planning's internal Excel database.
Compile diverse vendor data from Public Act 102-0265 (HB453) reports published by other park districts and	Johnson	2/1/24	On going	List of vendors	-Lists compiled from 61 IL entities. 24 additional entities identified throughout central IL from whom to collect lists.

governmental units throughout the state.					
Utilize search engines and social media platforms to locate small, local, diverse vendors and contractors.	Johnson	2/1/24	On going		-Contractors identified have been added to PPD's M/WBE directory as of 02/2024 and to Planning's internal Excel database.

Strategy 4.1: Build out a vendor information data collection process and registry for use in administrative tracking of diverse businesses.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Figure out strategy for replicating vendor information page to create a user-friendly form-fillable registration database.	Johnson	2/1/24	7/1/24	Functioning registration site	Complete. https://vendors.peoriaparks.org/
Add diverse business classification fields that allow for search by classification type.	Johnson	2/1/24	7/1/24	Firms will be added to vendor data base	Complete.

Pillar Four: Support Community Workforce Development

Goal: Enhance Internship Program		
Strategy 1.1	Work cross-departmentally to target desired groups of students or groups for internship pipeline, building in park experiences and benefits to further educate and showcase the Peoria Park District.	Workforce Development Working Group, David Gray, Chanel Hargrave-Murry, HISRA

Strategy 1.1: Work cross-departmentally to target desired groups of students or groups for internship pipeline, building in park experiences and benefits to further educate and showcase the Peoria Park District.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Engage with the planning process of Be Anything! to promote career exploration across PPD programs including as part of out of school camp curricula.					
Develop a video series that highlights the different career paths in the District.					
Work to tell a better story about the benefits of working at the District or in similar career paths.					

OUR COMMITMENT TO ENVIRONMENTAL SUSTAINABILITY

Pillar One: Protection of the Biosphere

Goal: Promote reclamation, acquisition, protection, and environmentally sensitive management of open space, wetlands, river corridors, natural habitats, greenways, and trails.		
Strategy 1.1	Develop overarching strategies that prioritize right-sized sustainable acquisition and divestment strategies across the District.	Parks/Planning/EIS
Strategy 1.2	Develop overarching strategies that prioritize preservation strategies across the District.	Parks/Planning/EIS
Goal: Encourage landscape management that will provide habitat for native species of plants and animals.		
Strategy 2.1	Establish criteria for moving green space in parks to native habitat restoration and/or enhancement of current no-mow areas to support native species and implement.	Parks/Planning/EIS
Strategy 2.2	Continue progression in arboretum process for Donovan Park.	Parks/Planning/EIS
Goal: Monitor and plan for ongoing effects of climate change on our local ecosystems and infrastructure.		
Strategy 3.1	Develop and implement process for retaining an outside consultant to support mitigation efforts of climate change. These strategies may	Parks/Planning/EIS

	include, but are not limited to grant funding, fleet management, and facility/property management.	
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Strategy 1.1: Develop overarching strategies that prioritize right-sized sustainable acquisition and divestment strategies across the District.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Review and revise, if necessary, land acquisition policy.	Planning	2/1/24	12/31/24	Review and revise the current land acquisition document as needed	Meeting week of 3/11
Review and revise, if necessary, land divestment policy.	Planning	2/1/24	12/31/24	Review and revise the current land divestment document as needed	Meeting week of 3/11
Evaluate and make recommendation for the transitioning of Merkle Ford house/property. Implement direction.	Planning, Parks, EIS	3/1/24	8/31/24	Recommendation to the Park Board	
Evaluate and make recommendation for the transitioning of Tawny Oaks house. Implement direction.	Planning, Parks, EIS	3/1/24	12/31/24	Recommendation to the Park Board	

Strategy 1.2: Develop overarching strategies that prioritize right-sized sustainable acquisition and divestment strategies across the District.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Update INPC management schedules.	EIS	1/1/24	3/15/24	INPC Management schedules updated sent to INPC	Updated plans for all 4 nature preserves – need to update maps and get sign-offs by all parties
Facilitate and evaluate first full year of Springdale savanna plan. Build out long-term strategies for improvement and engagement.	EIS/Parks/Planning	2/1/24	3/15/24	Management plan completed and operationalized	Staff have met and discussed – working on plans for 2024
Expand prescribed burn program to meet the needs of the District and build staff capacity; educate about the same.	EIS/Parks/Marketing	1/1/24	Ongoing	Prescribed burn plans agreed upon and operationalized – increased # of acres	Marketing created flyer – staff has burn plans ready and waiting for weather to cooperate

				burned	
Build a clear strategy for engaging interpretive and educational signage in parks that promotes restoration.	Marketing/EIS/ Parks/Planning/ Zoo/Luthy/Golf	2/1/24	8/31/24	Plan in place and signage in production or installation phase	New signs ready to install at Savanna

Strategy 2.1: Establish criteria for moving green space in parks to native habitat restoration and/or enhancement of current no-mow areas to support native species and implement.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Establish clear rationale and written plan for moving areas from turf maintenance to native habitat restoration.	Wirtz/Parks/Golf	2/1/24	2/28/24	Establish rationale and written plan	All 9 acres of no-mow at Newman GC will be planted in prairie this spring. 1 acre being planted at GVD this spring and 1.5 acres being planted at Bradley Park.
Develop process and expectations for moving current no-mow to native restored areas.	Wirtz	1/1/24	2/28/24	Written plan presented	Kuban and Wirtz will work on this.
Identify and build out measurable goals and reasonable timeline for volunteer stewardship of a portion of these areas.	Wirtz/Mol/Kuban /Huett/ Shoemaker/ Marketing	4/1/24	12/31/24	Work days scheduled, volunteer listed developed, marketing plan developed/implemented	Volunteer workdays are up on website – many added this year. Recruitment is in progress.
Build clear metrics for ongoing evaluation of impact of strategies above and track/report.	Wirtz/Mol/Kuban /Huett/ Shoemaker/ Marketing	4/1/24	12/31/24	Metrics established, reporting format & timelines finalized	

Strategy 2.2: Continue progression in arboretum process for Donovan Park.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Build timeline and metrics for progression.	Kuban/Marketing /Wirtz	2/1/24	12/31/24	Update Donovan management schedule	
Assign to responsible staff with clear	Kuban/Schafer/	2/1/24	12/31/24	Action plan	

expectations.				operationalized	
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Strategy 3.1: Develop and implement process for retaining an outside consultant to support mitigation efforts of climate change. These strategies may include, but are not limited to grant funding, fleet management, and facility/property management.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Hire new Land Manager position to support Planning and Parks Division.	Planning/HR	2/1/24	4/30/24	Hire Land Manager	Job Description completed and will be posted in first week of April.
Finalize CEJA grant with state of Illinois.	Planning/Grants Manager	1/1/24	3/1/24	Grant finalized	CEJA grant is finalized as of 2/20/24
Build out scope of work for consultant and issue RFP/Q.	Planning	2/1/24	5/1/24	RFP released	
Select consultant and complete initial analysis of opportunities.	Planning/Exec Team	7/31/24	12/31/24	Consultant hired and initial list of opportunities in hand	
Identify other funding sources, including the Inflation Reduction Act, to fund this effort as well.	Grant Committee		12/31/24		

Pillar Two: Environmental Education and Interpretation

Goal: Create and provide programs, facilities, and exhibits which help people gain understanding and appreciation of nature, and in turn, develop an environmental ethic, throughout our operational scope.		
Strategy 1.1	Define metrics for tracking program effectiveness, including participant tracking and educational goals for the Department. Assess current inventory and revise offerings to maximize impact.	EIS
Strategy 1.2	Develop targets/rationale for public-private partnership in our environmental efforts.	EIS
Strategy 1.3	Build out and implement a marketing strategy focused on environmental stewardship and benefits of nature.	EIS and Marketing Team

Strategy 1.1: Define metrics for tracking program effectiveness, including participant tracking and educational goals for the Department. Assess current inventory and revise offerings to maximize impact.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Establish inventory of current interpretive services efforts.	EIS/Zoo/Luthy/ Playhouse/Proctor	2/1/24	6/1/24	Inventory documented	Meeting Friday, March 15 to start process
Build matrix for evaluation of impact including topic and participation levels.	EIS/Zoo/Luthy/ Playhouse/Proctor	3/1/24	7/1/24	Matrix developed	
Develop “poster child” interpretive exhibits and marketing efforts.	EIS/Zoo/Luthy/ Playhouse/ Proctor/ Marketing/Wirtz	2/1/24	5/1/24	Plan developed and operationalized	
Build out a QR code campaign that provides interactive content for visitors to support and enhance staff reach/efforts.	Marketing/EIS/IT/ Zoo/Luthy/ Playhouse/Parks Proctor	3/1/24	12/31/24	Campaign developed	

Strategy 1.2: Develop targets/rationale for public-private partnership in our environmental efforts.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Better define roles and expectations for Friends Groups.	Volunteer Dept/PPD Foundation/EIS/ Parks	2/1/24	8/1/24	Definition of roles finalized and ready to implement	
Build a cooperative environment (M.O.U.)"with Volunteer Stewardship Network" groups (Peoria Wilds, INPC, etc) & Foster relationships with other Land Conservation NGO's and Agencies (Land Trusts, IDNR, etc)	Volunteer/EIS/ Zoo/Parks/	2/1/24	ongoing	MOU document developed and operationalized (group specific)	

Strategy 1.3: Build out and implement a marketing strategy focused on environmental stewardship and benefits of nature.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Establish goals for marketing campaign focused on stewardship.	Marketing/Conservati on working group	2/1/24	10/1/24	Marketing plan developed and ready to deploy	Marketing has a copy of the plan and an initial meeting has taken place. Marketing is working on a campaign featuring Forest.
Build graphic design and messaging tailored to those goals.	Marketing/Conservati on working group	2/1/24	10/1/24		Work in progress.
Build out budget and secure paid marketing contracts necessary to achieve objectives. Identify signage or other needs and find funding source.	Marketing/Conservati on working group	2/1/24	10/1/24		
Capture video of PPD staff to compliment efforts.	Marketing/Conservati on working group	2/1/24	10/1/24		
Execute campaign.	Marketing				

Evaluate effectiveness and build out sustainable plan for maintaining message across locations.	Marketing/Conservation working group	10/1/24	12/31/24 and into 2025		
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Pillar Three: Conservation of Energy

Goal: Improve building efficiencies by designing landscape that works in conjunction with building design to enhance energy efficiencies (e.g. solar gain, wind infiltration, stormwater management).		
Strategy 1.1	Evaluate current landscaping and build out a plan for proper tree placement around buildings and replacement of turf grass ditches with bioswales, and other efforts that will support energy efficiency.	Parks/Planning
Goal: Implement steps to reduce the overall carbon footprint of the District through carbon fuel reduction strategies by focusing efforts on reducing fossil fuel usage for transportation, grounds maintenance, and building controls.		
Strategy 2.1	Create fleet replacement plan that prioritizes fuel efficient, hybrid, or electric vehicles. Prioritize research of viability of purchase of electric buses.	Parks/Fleet Manager/ Energy Consultant

Strategy 1.1: Evaluate current landscaping and build out a plan for proper tree placement around buildings and replacement of turf grass ditches with bioswales, and other efforts that will support energy efficiency.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Inventory and assess current landscaping strategies.	Wirtz/Kuban/ Planning	2/1/24	7/31/24	Document developed and present as required	Work has started at the RiverPlex. Need to memorialize the philosophy and approach so it can be replicated and implemented throughout the parks.
Provide feedback on strategies that	Wirtz/Kuban/	2/1/24	7/31/24	Feedback developed and	

support energy efficiency.	Planning/Shoemaker			present to appropriate staff/committees	
Work with Purchasing to track energy costs after modifications.	Wirtz/Kuban/ Planning/Shoemaker/Purchasing	8/1/24	Ongoing	Energy cost analysis documentation	

Strategy 2.1: Create fleet replacement plan that prioritizes fuel efficient, hybrid, or electric vehicles. Prioritize research of viability of purchase of electric buses.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Assess inventory and function to identify areas where fuel efficient, hybrid, or electric vehicles could be used to meet objectives.	Simms/Freeman/ Consultant/Purchasing/	3/1/24	Ongoing	Procurement strategy developed	
Research viability of electric buses in this inventory.	Simms/Freeman/ Consultant/Purchasing/Wheeler	3/1/24	12/31/24	Plan documented and feasibility of plan implementation discussed	
Build out capital strategy for purchase to include access of over-reserve funds dedicated in summer 2023 to energy efficiency.	Planning/Freeman/Simms/Purchasing/	4/1/24	11/30/24	Strategy developed and documented	Need to meet with consultant prior to this work.

Pillar Four: Use of Environmentally Sensitive and Safe Products

Goal: The District will keep up with industry best management practices for reducing environmental impacts of chemicals, products, and materials throughout the District's operations.

Strategy 1.1	Update standards and expectations for use of pesticides in District locations.	EIS/Parks/Golf/Luthy/Zoo
Goal: Procurement of materials for District-wide use, should emphasize use of recycled/recyclable, and lowest impact products available when financially reasonable.		
Strategy 2.1	Build out a district-wide policy/expectation for use of eco-sustainable items in District gift shops. (This should include not using plastic bags, building a plan for sale of non plastic plush toys, bird friendly, fair trade items).	Retail ad hoc working group/ EIS leadership
Strategy 2.2	Establish an administrative procedure to document that eco-friendly product assessments are happening when consumable products are purchased through the purchasing warehouse.	Green Team/ Purchasing

Strategy 1.1: Update standards and expectations for use of pesticides in District locations.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Standardize District procedure for pesticide use based on best management practices established by research and science.	Wirtz	1/1/24	Ongoing	Document made accessible to District staff and updated as required	Kuban and Wirtz will update current documentation and expand into other areas. Once complete they will provide this to all appropriate PPD Staff.
Document District efforts on a centralized spreadsheet.	Mol/Wirtz/Parks/Golf/Luthy/Zoo	1/1/24	Ongoing	Centralized spreadsheet developed and made accessible	
Report on progress at least annually.	Wirtz/Mol/Shoemaker/Kuban/Strietmatter/Heiden	October 2024	October 2024	Presentation at Planning Committee	

Strategy 2.1: Build out a district-wide policy/expectation for use of eco-sustainable items in District gift shops. (This should include not using plastic bags, building a plan for sale of non plastic plush toys, bird friendly, fair trade items).

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Gather information from all retail sites regarding their current utilization of non-eco-sustainable products.	All retail sites/Shoemaker/Freeman	2/1/24	2/28/24	Report generated of all inventory	Group is meeting on 3/8 to start discussions and work on this strategy.
Build a strategy for phasing out of these items.	All retail sites	2/1/24	6/1/24	Strategy developed	Group will discuss starting 3/8.
Include in strategy the sourcing of eco-friendly options that meet retail objectives of District.	All retail sites	2/1/24	6/1/24	Strategy developed	Group will discuss starting 3/8.
Implement and evaluate. Revise strategy as needed and operationalize.	All retail sites	2/1/24	Ongoing	Report as needed	

Strategy 2.2: Establish an administrative procedure to document that eco-friendly product assessments are happening when consumable products are purchased through the purchasing warehouse.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Draft administrative procedure/assessment tool for use when procuring products.	Purchasing	1/1/24	8/1/24	Administrative procedure/assessment tool developed	
Educate staff about new procedure/assessment tool documentation expectation.	Purchasing/Marketing/	8/1/24	Ongoing	Staff updates/education provided as required	
Update RFPs, bids and quotes as needed to incorporate pertinent elements of this administrative procedure/assessment tool.	Purchasing	8/1/24	Ongoing	Language merged into documents as appropriate	

Monitor and report results of product assessments completed.	Purchasing	Quarter 3 – 2025	Ongoing	Report as deemed appropriate	
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Pillar Five: Reduction and Proper Disposal of Waste

Goal: Manage facilities, programs, and events in ways that reduce production of non-recyclable waste, or waste that can contribute to community litter.		
Strategy 1.1	Manage landscape waste produced in parks/facilities to prevent accelerative the release of atmospheric CO2	
Goal: Help promote community wide recycling efforts and provide on-site recycling in parks, facilities, and at events where possible.		
Strategy 2.1	Develop a strategy for increasing access to recycling bins in parks, facilities and event venues. Include access at nearby community locations in analysis.	Green Team/EIS/Parks

Strategy 1.1: Manage landscape waste produced in parks/facilities to prevent accelerative the release of atmospheric CO2

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Create expectations and timelines for phased PPD-wide composting efforts.	Wirtz/Kuban	1/1/24	3/31/24	Plan and timeline produced	Work in progress.
Explore bio-char possibilities and propose a plan if appropriate.	Wirtz/Kuban	6/30/24	10/31/24	Plan and timeline produced if necessary	
Develop strategy for community	Wirtz/Kuban	1/1/24	4/15/24	Piles of wood chips at	Locations identified and mulch will be delivered later in

accessible wood-chips and mulch distribution effort.				identified sites	March/early April once PPD facilities have been taken care of.
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Strategy 2.1: Develop a strategy for increasing access to recycling bins in parks, facilities and event venues. Include access at nearby community locations in analysis.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Provide data on internal recycling.	Purchasing	2/1/24	6/1/24	Analysis of internal recycling habits & strategies	
Build plan that supports green team efforts to promote recycling at events.	Events/Green Team/Wirtz/	2/1/24	6/1/24	Plan of action developed and ready for deployment	
Build education plan to train staff on recycling.	Events/Green Team/Wirtz/ Marketing/Camp Staff	2/1/24	5/1/24	Educational plan developed and ready for training	

OUR COMMITMENT TO VIBRANCY

Pillar One: Connection: Improve or establish better connection points to our community and each other.

Goal: Build stronger connections		
Strategy 1.1	Build a measurable strategy for improved volunteer engagement and coordination; Implement.	Melinda Huett and Leadership Team
Strategy 1.2	Raise profile of the District through execution and marketing of PPD signature events to encourage increased participation.	Signature Events working group and Marketing Team
Goal: Develop a consistent accessible Naming Rights process to generate revenue to support the ongoing maintenance of District assets.		
Strategy 2.1	Work with board to develop policy for naming opportunities to include naming rights and parameters associated with the same, including application of income stream for maximized impact on sustainability.	Advancement Team and Board
Goal Build connections between staff to improve communications and effectiveness.		

Strategy 3.1	Develop clearer strategies for use of technology to improve information sharing across locations to include consideration of Office 365 or an alternative: intranet vs. synology, use of general email addresses on website/print materials, facilitate annual RecTrac training/Q&A/review.	IT and Leadership Teams, with support from Marketing Team
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Strategy 1.1: Build a measurable strategy for improved volunteer engagement and coordination; Implement.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Inventory current efforts.					Have compiled a list of programs through February.
Evaluate current recruitment process to include a volunteer survey and recommend modifications to current structure.					
Pilot two social volunteer events in 2024 focused on restoration or parks clean up combined with social event.					

Strategy 1.2: Raise profile of the District through execution and marketing of PPD signature events to encourage increased participation.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Establish and implement the Signature Events Working Group. Schedule at least monthly meetings.	Brent Wheeler				This group meets at least bi-weekly and is focused on coordinating resources.
Identify opportunities for larger investment in signature events.					
Develop a marketing strategy focused on these events and their impact.					Our marketing team participates in all of these meetings and is increasing reach across all signature events.
Recruit participation across the District in order to support culture growth and engagement.					A calendar of engagement opportunities is in development

Strategy 2.1: Work with board to develop policy for naming opportunities to include naming rights and parameters associated with the same, including application of income stream for maximized impact on sustainability.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Per board directive, build naming policy through board action.					Not yet started.
Using this as guide, identify parallel structure for paid naming opportunities and schedule for same.					
Implement and recruit potential donors.					

Strategy 3.1: Develop clearer strategies for use of technology to improve information sharing across locations to include consideration of Office 365 or an alternative: intranet vs. synology, use of general email addresses on website/print materials, facilitate annual RecTrac training/Q&A/review.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Facilitate staff survey to gather better information about how staff uses current resources.					Survey was completed in March 2024.
IT staff build a proposal based on that feedback and available resources for path forward.					In process.
Leadership review and revise proposal and present to board.					
Implement across District.					

Pillar Two: Resiliency: Improve our ability to adapt to change in ways that support faster recovery from environmental, social or economic shifts.

Goal: Figure out what we can take care of and make responsible choices regarding property acquisition or divestment, as well as maintenance such that all of our resources are at the highest levels..		
Strategy 1.1	Develop long-term timeline for improvements in golf and at Peoria Zoo and Owens Center. Build out plan for resource allocation to support these necessary improvements.	Finance Committee, Planning and Executive Team
Goal: Improve capacity to expand and improve major giving from the community to support the District.		
Strategy 2.1	Build out a plan to increase major and planned giving to the District.	Advancement Team

Strategy 1.1: Develop long-term timeline and supports for improvements in golf and at Peoria Zoo and Owens Center. Build out plan for resource allocation to support these necessary improvements.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Support the facilitation of concept design for Peoria Zoo improvements.					AT close of Q1, engagement of designer is in process with the goal of having the designer under contract by end of April.
Support facilitation of a marketing campaign for Zoo capital campaign.					Marketing RFQ has been distributed and responses are due in mid-April.
Propose scope and scale of campaign to Park Board for approval.					
Support facilitation of Zoo capital campaign.					
Publish RFQ for architect to develop plan for Owens Ice Center reimagination focused on modification of ice plant and					

use/visitor experience.					
Develop timeline and funding stack for project.					

Strategy 2.1: Build out a plan to increase major and planned giving to the District.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Develop plan for use of 130 th anniversary to increase understanding of District's capacity as a receipt of major donations and planned giving.					Staff is working to plan May 31 Friends and Family event targeting gratitude to those connected with the District.
Establish strategies for increasing gifts to Legacy Fund.					
Engage PPD Foundation and board of trustees in fundraising plan where appropriate.					

Pillar Three: Health: Support access to education, housing, jobs, safety, and equitable allocation of resources to support a healthier community.

Goal: Plan for the future of the RiverPlex.		
Strategy 1.1	Build out a plan for assessment of future operations and financial stability at RiverPlex.	Strategy Committee
Goal: Assess the 3rd of July and other special events with the goal of maximizing safety and community engagement.		
Strategy 2.1	Conduct an assessment of and build out recommendations for improving the safety of community public events hosted by the District.	Programming Committee
Strategy 2.2	Create a program/event checklist from start to finish including identification of a call to action at the end of the event to bridge to the next program/activity.	Marketing and Programming Teams
Strategy 2.3	Create a process and expectation for conducting an environmental impact analysis when event planning.	Staff

Strategy 1.1: Build out a plan for assessment of future operations and financial stability at RiverPlex.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Per Board directive, identify and track measurable metrics that can provide quantitative guidance related to the sustainability of the RiverPlex.					Initial data points will be presented at the 4/30 Board (Not A) Retreat.
Based on this data, provide recommendation to the board about future operations of the RiverPlex.					

Assess the viability of using the facility to host senior programming or other focused efforts.					

Strategy 2.1: Conduct an assessment of and build out recommendations for improving the safety of community public events hosted by the District.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Facilitate a public input process to reimagine the 3 rd of July event.					In progress.
Provide recommendations to the Board.					In progress.
Evaluate impact of recommendations and identify opportunities for application to other PPD Events.					

Strategy 2.2: Create a program/event checklist from start to finish including identification of a call to action at the end of the event to bridge to the next program/activity.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Coordinate schedule of events to reduce internal competition and maximize opportunities for promotion.					Have developed a community events calendar and eliminated duplications
Build checklists for: logistics, security, permitting, contracted entertainment, risk, in-event communication, and marketing.					Will start in 2Q in our working group.
Identify ways to communicate upcoming events with similar target					

audiences to participants.					
Develop standardized evaluation tools and expectations.					Will start in 2Q.

Strategy 2.3: Create a process and expectation for conducting an environmental impact analysis when event planning.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Identify relevant data points that assess environmental impact of events.					
Pilot the tracking of these elements across five events in 2024.					
Identify ways to improve impact as a result of this data tracking.					
Implement in future planning.					
Standardize a tool that assesses and builds expectation for reduction of impact.					

Pillar Four: Inspiration: Prioritize our role as a culture builder in our community, with a focus on providing a great place to live, work and play.

Goal: Serve as a community builder and connector		
Strategy 1.1	Develop a sustainable model for Play It Forward program and implement.	Athletics Staff
Strategy 1.2	Develop a sustainability plan for mobile recreation programming.	Recreation Department.
Strategy 1.3	Develop clear measurable objectives related to marketing campaigns that showcase the District and its expertise.	Advancement

Strategy 1.1: Develop a sustainable model for Play It Forward program and implement.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Evaluate current goals for the program and its levels of success/support.					Not yet started.
Build a plan that increases both success and support including increased marketing and engagement.					Not yet started.
Implement and identify metrics for continuation/expansion/termination of program.					Not yet started.

Strategy 1.2: Develop a sustainability plan for mobile recreation programming.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Document current status and goals					In progress-working to develop a curriculum.

of program					
Work with YMCA to evaluate impact of current model and establish timeline for identification of future funding sources.					Will evaluate at end of season
Collaborate to find additional sources of funding/oversight.					

Strategy 1.3: Develop clear measurable objectives related to marketing campaigns that showcase the District and its expertise.

Action Step	Responsible Party	Start Date	End Date	Deliverables	Status
Complete and present impact report to Board on 2023 efforts and data collected.	Senior Marketing Manager		2/2024	Impact Report	Completed and presented to Board.
Use feedback to build structure for evaluation in 2024.					In process.
Build out reporting structure moving forward to include highlights of targeted campaigns and overall reach/engagements vs. budgeted spend.					Marketing metrics included in monthly dashboard data.