

EXECUTIVE DIRECTOR'S REPORT JANUARY, 2013

ADMINISTRATION

Happy New Year!

I am excited to announce, that after several attempts, the new wind turbine is installed and operating at the park district's Nature Center. The unit is exceptionally quiet, and I have received no negative comments on this improvement.

At January's Board Meeting, representatives from the University of Illinois at Urbana-Champaign will present the park attitudes survey results/final report. I have invited stakeholders that were previously interviewed, and residents that expressed specific interest to attend Thursday's meeting. Notice of this meeting will also be posted on a park district marquee.

The budget process is in full swing, and I will provide a calendar for adoption and budget outline at Thursday's meeting. I would ask for budget committee meetings in advance of the February and March Board Meetings, beginning at 6:00 p.m. If necessary, additional meetings can be scheduled.

The park district completed the annual liability insurance renewal. Premium costs increased from \$48,000 to \$52,000, and approximate increase of 9.2%.

Fulltime staff members are participating in health insurance underwriting in an effort to ensure that optimum premium and policy is available. The park district is securing two proposals for coverage from our current agent and another local carrier. I will present updated information as it becomes available.

I was contacted by a cellular tower company, expressing interest in locating a tower at Square Links. The capacity at the Frankfort Square water tower has reached its maximum limit, and they are attempting to find alternative locations. We are one of three potential sites.

The park district received five petitions of candidacy for the available four Park Board positions. Incumbents, Ken Blackburn, Dave Macek, Brian Mulheran, and Jeff Roach filed petitions, in addition to David Geekie. Mr. Geekie has been invited to attend upcoming Board and committee meetings, and is being provided internet access to Board packet information. No objections were received, and all five candidates will appear on the April 9th Consolidated Election ballot in the order of receipt of the filing petitions as follows:

1. Kenneth W. Blackburn
2. David J. Macek
3. Brian M. Mulheran
4. Jeffrey Roach
5. David A. Geekie

Official Certificates of Ballot were forwarded to the Will and Cook County Clerk offices.

I would ask for approval to enter into a new vehicle lease, replacing my vehicle in the spring, at a lease amount not to exceed \$32,000. If approved, a Ford Flex, larger than the Taurus, will be ordered from Currie Motors in Frankfort. No additional new vehicles are anticipated for the next fiscal year, other than those approved in the fall and scheduled for delivery in the spring.

The end of year W-2's have been provided to all park district employees.

With increased demands on maintenance staff, we previously discussed returning maintenance of turf and landscaping immediately adjacent to school facilities back to Summit Hill School District 161. The park district would continue to maintain the majority of school site turf, but would relinquish this maintenance that is done primarily by hand. Similar to past years, we would not maintain any turf at Arbury Hills School outside of park borders. Please consider this matter, and pending Board direction; I would notify the school district of the upcoming change.

RECREATION

The park district received a positive response to our winter/spring program offerings. Numbers reflect a 2.5% to 3% increase over last year.

The popular dance program has been relocated to Mary Drew School. Mirrors are being installed at Mary Drew to further enhance this facility. If necessary, this improvement can be relocated to future location. The school, closed this past fall, presents an ideal opportunity for continued program expansion. The park district is also scheduling traveling team usage at the Mary Drew gymnasium.

The Before and After School Program reflects an average increase of over 25 participants daily.

F.A.N. memberships have increased slightly over last year.

I am exceptionally pleased with the number of trained, quality staff involved in our programming.

MAINTENANCE

Organization is the focal point of this department's winter activities. The garage has been emptied and filled in an attempt to better organize for recurring tasks

The lack of snow has allowed additional time to plan and prepare for maintenance throughout the district. The weather has also allowed for the continuation of many outdoor tasks, normally not possible due to the snow cover.

Reinders, a Toro licensed dealer, will be providing a mechanic on a weekly basis to assist staff in the service of park-owned equipment.

BEAUTIFICATION AND NATURAL AREAS

Julie Arvia is leading a green committee, including Jeff Mecher and Diane Meister. Agendas and minutes will be posted on the Board information website. A new improvement in February will be recycling at the park district office. A recycling dumpster will be on site, and staff will be directed on procedures that will promote this beneficial action.

Julie Arvia, with the assistance of volunteers, has been propagating and harvesting lettuce crops in the greenhouse which are then donated to the Frankfort Township Food Pantry. This season, seventeen pounds of fresh produce has been delivered to the Township and another harvest is scheduled for January 12th.

Julie has completed the annual update of the Natural Areas Management Plan and has begun drafting a weed management plan.

The park district participated in the Audubon's 113th Christmas Bird Count on Saturday, January 5th. The program was successful, with Ms. Arvia guiding seven participants throughout the Island Prairie Park site to collect data in order to assess the health of bird populations.

GOLF COURSE

The weather has allowed the completion of the following projects:

1. Drainage improvements on the back of the driving range
2. Additional top soil covering the storm sewer pipe on hole #3
3. New drain tile and sand to traps on holes #6 and #8

Clubhouse improvements include:

1. A wall was removed to open additional seating for the restaurant.
2. New coat of paint for public areas and restrooms
3. Staff office expansion
4. Relocation of kitchen equipment to improve efficiency

Kelly has contacted staff from last year and has openings in all positions in the kitchen, counter, and on the course.

If Board Members are aware of anyone looking for spring through fall employment, please have them complete an application at the office.

Respectfully submitted:
Jim Randall