

EXECUTIVE DIRECTOR'S REPORT

JUNE, 2013

ADMINISTRATION

The Oath of Office will be administered to Commissioners, Jeff Roach, Brian Mulheran, and new Board Member, Jim Kohlbacher during the June Board Meeting.

Team Houston has been set. Ken Blackburn and Dave Macek will represent the Park Board at the October NRPA Congress. Six park district staff will also attend, and I will provide additional information on this event as it becomes available.

The annual park district audit will begin Monday, June 17th. All onsite work will be completed within the week, and the report will be available in August.

A debt schedule, detailing actual loan payments made for FYE 4/30/13 is provided in advance of consideration during the June Meeting. Board Members will be asked to adopt the schedule, a copy of which is also provided to the independent auditor as part of the annual audit process.

I have been pursuing an alternative to our current liability and workman's comp insurance providers. I am meeting with representatives from PDRMA, a park self-insurance pool to investigate the provision of coverage.

PDRMA is also able to provide health insurance. With ever-changing and escalating costs, every effort is being made to ensure we are receiving the best quality product at the most affordable cost.

Any potential change will occur in January for general liability and April for health. Workman's comp can be changed at any opportunity. I will update Board Members as information becomes available.

The Tax Anticipation Warrant was remitted on Friday, June 14th. Funds were not needed for the past fiscal year, but the delay in tax distribution would have created a shortfall without available warrants.

A second draft of the proposed "drug free workplace" policy that staff have been working on for the past several months was forwarded to Board Members. Please review and provide any input on this item directly. We can review a time frame for consideration, adoption, and implementation at the June meeting.

The park district has experienced problems with several vendors. Two are incidental to our operation, but the most concerning is Tyco, the provider of fire detection equipment and monitoring. Two issues arose over the last two months, and service time to correct the deficiencies exceeded seven days. The only opportunity for immediate correction is to pay an excessive fee that ensures same-day response. I am reviewing alternatives to this service provider.

I have been working with the owners of Graystone Golf Course for an exchange of services for two bridges at the golf course. The park district would agree to mow the course monthly for the remainder of the year, receiving permission to remove two Continental Bridges with dimensions of 10' wide by 65' long, and a 5-ton support capacity. I calculate that the purchase price of each bridge would exceed \$50,000. I am getting an estimate to move the bridges, and will have this information available at the June meeting. Several locations at the golf course and Union Creek Park would be ideal.

The next step in establishing a 501 (c) 3 foundation is to recruit individuals to serve on the board. I will include a request for volunteers in the fall brochure. If Park Board Members know of any good candidates for this opportunity, please let me know.

MAINTENANCE

The tennis court at Hunter Prairie Park has been contracted for repair, and various actions will be underway in the coming weeks. Completion of the tennis court would occur before July 4th, and parking lot repair will be completed before August 1st.

Office renovations will be completed in July.

A new replacement swingset has been received, and will be scheduled for installation at Kiwanis Park.

Two native planting areas were added to Hunter Prairie and Kingston Parks.

Crews have been challenged to keep parks maintained due to the heavy rains. On a brighter note, irrigation has not been required at any park location.

Trees were planted at Kiwanis Park.

RECREATION

Summer Day Camp and Sunshine Pals Play Camp are in full swing and very popular.

The first summer concerts have taken place, with good turnout for the Juke Box Band and the Summit Hill School District summer band.

Work is nearly complete on the fall brochure.

GOLF COURSE/RESTAURANT

The course has been doing great, and we are really hoping for a full week of good weather to further increase patronage.

The women's golf league is full, with 32 participants enrolled.

Organization is proceeding on the 8th annual College Scholarship Golf Tournament, scheduled for Saturday, July 13th.

Respectfully submitted:
Jim Randall