

## **EXECUTIVE DIRECTOR'S REPORT AUGUST, 2013**

### **ADMINISTRATION**

The major task over the past month has been the completion of application forms for inclusion in the PDRMA Risk Management Pool. The application has been submitted, and the park district is scheduled for an onsite visit on September 17<sup>th</sup>.

The intention is to have acceptance into the PDRMA program by November 1, 2013, and notice will be sent to IPARKS regarding our intention to withdraw by the policy renewal date of January 9, 2013.

It is my recommendation to purchase one year of nose coverage to limit park district exposure in the event any unforeseen claims may be filed. The cost of the additional coverage is approximately \$7,000.

The transition from traditional workman's compensation coverage is a much easier process.

Office renovation has been completed. I will take the opportunity before or after Thursday's meeting to review changes.

I hope to display the new computer lab, which is scheduled for completion on Wednesday, August 14<sup>th</sup>.

I received a request to consider a park donation to fulfill developer donation requirements for the Walnut Creek subdivision. A very preliminary conversation is ongoing.

A site visit was conducted by the IDNR in response to our Community Park grant application. The park district will be notified in the coming months whether we will be invited to present our project in Springfield this fall.

Audrey Marcquenski and John Keenan will be providing department reports at Thursday's meeting. Remaining staff will provide similar department overviews in the coming months.

The audit has been completed, and I hope the final report will be available for Board review by the August Board Meeting.

The park district also completed an extensive questionnaire from Standard & Poor's, a bond rating agency. Every effort is made to maintain our positive bond rating. A completed report should be forthcoming.

### **MAINTENANCE**

Weather finally permitted the completion of many park projects that include:

1. Sealing of boardwalks, bandshell, and canoe/kayak launch
2. Repair of athletic field irrigation systems
3. Sealcoating of pathways
4. Patching and repair of concrete
5. Ballfield repair
6. Resurfacing of Hunter Prairie parking lot
7. Tree removal

The season has been exceptionally difficult, due to weather and increased mowing demands.

Staff will be reduced, with many seasonal employees returning to school.

Best efforts will be made to complete remaining projects.

## **BEAUTIFICATION**

Staff have been diligent in prioritizing needs, implementing controls of invasives, and planting propagated stock.

Additionally, this department has the burden of managing planted landscapes throughout the district.

The beautification crew took the opportunity to attend a JF New workshop. Julie Arvia indicated staff thoroughly enjoyed this opportunity.

## **RECREATION**

Best ever day Summer Day Camp and Play Camp! Staff members are to be commended for an exceptionally good summer season.

There are good numbers for this school year's BAS program, and initial training of BAS personnel was completed the week of August 5<sup>th</sup>.

ELC teachers will be welcomed back later this month.

The park district received a good response to the fall brochure. Dance continues to be extremely popular.

## **GOLF COURSE**

Golf is great in Frankfort Square! Record numbers of golfers have been using this park-owned facility, and restaurant sales continue to improve.

Kelly VanHyning and Deb Cancialosi will provide an end-of-year report at the November Board Meeting.

## **OFFICE**

Diane Meister continues to amaze, finding efficiencies in managing staff.

A long-term project is the overview of the department, and creation of a training manual. Diane has made substantial progress on both projects.

Respectfully submitted:  
Jim Randall