

EXECUTIVE DIRECTOR'S REPORT
MAY, 2014

ADMINISTRATION

The May Board Meeting will be held at Square Links Golf Course. It will be nice to show Board Members the changes, potentially get the new Board picture, and have some social interaction following the meeting.

I will have a form available that is to be completed by Board Members who are interested in attending the NRPA Congress, October 14th-16th. Typically, golfers go out on Sunday, allowing them to attend the Monday golf outing, and the remainder arrive on Monday. We have previously left on Thursday or Friday. If interested in attending, please return the form to Linda, and we will make all the arrangements.

The organizational meeting is in May, and the agenda details the election/appointment of officers and all other additional requirements.

Per our previous conversation, it is my recommendation to appoint Rob Bush, from the law firm of Ancel, Glink, Diamond & Bush, as park attorney, and adopt the attached legal representation agreement.

All full time performance evaluations were completed, and the budget, adopted in April, reflects staff changes.

In accordance with last month's budget approval, the following will be addressed:

1. ADA transition plan is scheduled for completion by LandTech
2. Tri-deck mower and trade has been completed with Burriss Equipment
3. A new 4-passenger golf cart was ordered from Harris Golf Carts
4. A. Pearson has been contracted to re-surface the Community Center garage floor
5. Cardno JF New will complete a native area review and accept a trade-in of a Truax Seed Drill as compensation
6. Paintwork Painting will powder coat ball field fencing at Union Creek baseball fields #1-#4
7. Tree planting was completed at Union Creek, Kiwanis, Hunter Prairie, and the Dog Park.

I would ask for Board consideration to apply for grant funding for Community Park redevelopment, and have included the necessary DOC-3 Resolution along with a public hearing notice, that upon approval, would be forwarded to local press.

I would also request Board approval to purchase a Ford F-350 Crew Cab with 4 year financing, replacing an existing Ford Expedition, with details as follows:

Purchase price:	\$49,605
Municipal discount:	\$14,252
Trade-in value:	\$12,000
Total cost:	\$23,353

An after-market plow and tommy lift, not to exceed \$10,000, would be included. Purchasing the vehicle at this time provides access to a substantial municipal discount, as noted above.

I will be providing a listing of park district phones and service changes, purchase of additional equipment, and elimination of unneeded phone equipment.

An antennae and repeater have been added to the golf course to improve the performance of the existing 2-way radios.

I am including a copy of the 2014 Master Plan, previously provided, and although this document is considered preliminary, I would ask for Board consideration to formally adopt the plan as presented. A revised copy will be provided upon completion.

MAINTENANCE

Staff have been hard pressed to provide detailed maintenance throughout the district. Seasonal staff are returning in the coming weeks, and will quickly catch up with detailed park maintenance.

RECREATION

The huge dance recital, held on May 3rd, attended by over 1,600 spectators for the two shows, proves to be hugely popular.

Preparations for summer programming are rapidly advancing. Staff will also continue working on the Summer Concert Series, 40th Anniversary Celebration, and website revision, slated to be completed by the fall.

EARLY CHILDHOOD

The Early Learning Center will conclude this month, with the much-anticipated ELC graduation. Weather permitting, graduations will be held outdoors at the Island Prairie Park bandshell.

INTERNET & TECHNOLOGY

The park district experienced damage to its battery back-up, due to a brown out that occurred on Saturday, May 3rd. Due to numerous electric issues, I am currently working with an electrical engineer to troubleshoot recurring problems.

SPECIAL RECREATION

Audrey Marcquenski reported that the 2014/2015 SSSRA budget was adopted at the April meeting.

Audrey has also been working on finalizing inclusion for park district residents.

FINANCE & PLANNING

The annual audit has been scheduled for June.

I will be working on monthly line item projections to be included with the June Treasurer's Report.

F.A.N.

F.A.N. has reported record participation. The summer schedule starts in early June, with the field house, fitness center, and weight room available on weekends, and during the week on Mondays, Wednesdays, and Fridays.

GOLF COURSE

The new billboard for the 2014 season was put up on Harlem Avenue on May 6th, and will run through the end of September.

Golf Galaxy conducted the annual Demo Day on May 3rd. Kelly VanHyning reported record attendance for the event, along with strong restaurant sales.

OFFICE

Long-time employee, JoAnn Kraft, tendered her resignation, to accept a full time position.

Respectfully submitted:
Jim Randall