

## **EXECUTIVE DIRECTOR'S REPORT OCTOBER, 2014**

### **ADMINISTRATION**

It is hard to believe that the 2014 NRPA Congress has come and gone, but it has, and all that participated had a wonderful experience. We, of course, are disappointed in the Gold Medal Award results, but I spoke with many individuals that highly respect our district's position as a Gold Medal finalist.

We will have a month to evaluate, and with Board approval, complete the 2015 Gold Medal application. I would like to discuss conference attendance for future years, potentially developing a participation policy for various park district supervisory positions. I will review this issue at Thursday's meeting.

The much-anticipated audit has finally been completed, and all appropriate filings are in process. I will review alternate audit proposals for next year's required audit during budget meetings this winter.

We will have staff attending the November Board Meeting to review departments not covered during the August departmental review.

I will provide job descriptions for positions within the maintenance department, along with an outline of anticipated evaluation, application, and hiring of proposed changes at the December Board Meeting. A verbal review and open discussion regarding these changes will be conducted during the October meeting.

I am happy to report that in advance of Thursday's Board Meeting, I will be representing the park district at a grant hearing in Springfield. Our Community Park Redevelopment project was chosen for further consideration, giving me the opportunity to orally present our project to the grant committee.

Within the legal report on our October agenda, we are charged with completing various approvals necessary for our issuance of annual alternate bonds, annual alternate bond abatement, Truth in Taxation resolution, and renewal of our Class D liquor license. Please review, and if you have any immediate, questions, please contact me directly.

The Illinois Department of Labor, after considering the park district's response to citations, has vacated all previous citations without penalty. The park district offered, and will complete safety restraint training in the interest of confirming best practices. No other action is necessary.

We are still awaiting permission from Will County Civil Court to dispose of equipment involved in the June accident. A hearing on the issue is set for October 28<sup>th</sup>. I will update Board Members as additional information becomes available on any aspect of this litigation.

## **MAINTENANCE**

Several projects have been completed, including construction of the garage/storage area adjacent to the Community Center, and resurfacing of restrooms at various park locations.

Normal seasonal projects will include winterization of irrigation and non-heated facilities, aeration and overseeding, and vehicle and equipment storage.

## **BEAUTIFICATION AND NATURAL AREAS**

The much-anticipated Natural Areas Site Assessment has been completed by Cardno JFNew. Julie Arvia, Part Naturalist, and I are reviewing the document draft, and Julie will report findings at the November Board Meeting.

## **RECREATION**

The winter/spring brochure is in process and will be distributed in December. Outdoor programming, including soccer and softball is concluding, and we will be heading indoors in November.

## **EARLY CHILDHOOD**

Registration is consistent with past years. Cheryl Martin, Superintendent of Early Childhood Programming, continually evaluates for promotion, increased enrollment, and expanded timing in the interest of best servicing our residents' needs.

## **INFORMATION TECHNOLOGY**

Two major projects include the implementation of bio-metric time clocks, and the new park district website. Both projects should be fully implemented by January 1, 2015.

## **SPECIAL RECREATION**

The park district supported the SSSRA's annual Oktoberfest event at their headquarters, located on 80<sup>th</sup> Avenue. Staff provided hay rides and our deluxe restroom trailer.

## **FINANCE AND PLANNING**

I have begun budget analysis for the upcoming fiscal year, and hope to provide a budget first draft for fiscal year 2015-2016 by the January Board Meeting.

Respectfully submitted:  
Jim Randall  
Executive Director