

EXECUTIVE DIRECTOR'S REPORT

MAY, 2017

ADMINISTRATION

The Park District College Scholarship awards will be presented to graduating seniors at Lincoln-Way East High School on Wednesday, May 17, 2017. Park resident and graduating senior at Benet Academy, Jack Zinsky, will be in attendance at our May Board Meeting, along with his parents, to be recognized as a 2017 College Scholarship Recipient and receive his award.

The Oath of Office will be administered to new Commissioner, Denis Moore, and Commissioners Ken Blackburn, Dave Macek, and Brian Mulheran elected at the April 4, 2017 Consolidated Election.

Reminder, the May meeting is our annual organizational meeting which includes the election of officers, committee appointments, and various other required actions. A summary of these actions is included on the May agenda.

I am awaiting the revision of the Personnel Handbook completed by Jim Rock, Park Attorney from Ancel Glink. The intention is to make this document current with state and federal legislation. I will provide the Board with an advanced copy upon receipt.

The revision to the Summit Hill School District 161 Intergovernmental Agreement is on the agenda for adoption in its revised form. I have a meeting with SHSD 161 Superintendent Barb Raines and Board President Rich Marron on Friday, May 12, 2017, to discuss necessary changes.

I will be presenting budget adjustments reflecting the end of year balance and fund adjustments in advance of Thursday's Board Meeting upon completion by Park Bookkeeper, Duane Meyers.

The Park District is moving forward with the Attitude and Interest Survey cooperatively with the Office of Recreation and Park Resources, University of Illinois. The completed survey instrument and timeline for completion will be forwarded in June.

The design and engineering phase of the Community Park Redevelopment OSLAD Grant Project is nearing completion. I hope to have completed the public bid of this project prior to the June Board Meeting. Phase #1 construction is planned to begin in late June or early July.

The audit is scheduled to begin June 19, 2017.

MAINTENANCE

The search continues for two full-time and additional part-time maintenance staff. Current staff are to be commended for the level of work with limited personnel.

Contracted service has been a positive experience.

The exceptionally wet spring has proved problematic keeping fields ready to play and park properties mowed.

We are moving forward on the disposal of excess equipment related to the contracting of maintenance.

Projects have simply focused on field and park maintenance.

RECREATION

Highlighting May was the Dance Showcase at Lincoln-Way East High School. Two performances were attended by over 3,000 spectators and approximately 500 participants. The change of venue from North to East allowed for increased attendance. For the first time, the event had ticketed seating, eliminating past problems from the general seating format.

This event takes a total commitment from the District, including the entire recreation staff and Linda, Arliss, Diane, and any many others that committed to make this a wonderful event. I encourage all to check out the Park's Facebook page for numerous photos of the performances.

PROJECTS

The Park District has many pending and potential projects that I will review at Thursday's meeting.

Park signage proposal for Community Park and RFP for the replacement of the 80th Avenue sign with a new LED sign is in the works.

We are working with Frankfort Township on fencing and windscreen around the mulch bins at Kiwanis Park.

The generator for IT at the Community Center will be installed in June or July.

Construction of the Board Room table and IT upgrade is ongoing.

Digital security cameras will replace analog cameras in the maintenance area. Repairs will be completed on the band shell cameras.

Various improvements are being considered for Kiwanis Park, including water service and path installation.

We will be scheduling landscape improvements to Odyssey Park.

We continue to evaluate other opportunities for the summer, and will keep the Board updated as time allows.

GOLF COURSE

We are generally happy with contracted maintenance at the golf course. We meet monthly and communicate as needed.

Improvements have been made to our range ball collection process, and we plan to apply for a PDRMA grant related to this innovation.

OFFICE

Diane will be busy in the coming months, passing on a wealth of knowledge in advance of her leaving in August. Audrey and Bonnie will be working closely with Diane in the coming months.

RISK MANAGEMENT

We have contracted park inspections and review of OSHA standards necessary for PDRMA compliance.

Respectfully submitted:
Jim Randall
Executive Director