

EXECUTIVE DIRECTOR'S REPORT FEBRUARY, 2018

ADMINISTRATION

The turnout for last month's Town Hall Meeting was very positive. I have received little or no input, questions, or concerns from anyone since we last met.

Staff have been setting up our traveling referendum exhibit at popular program locations, and will continue to do so. As Election Day gets closer, we have prepared a social media release, and will be directing specific emails to District users. I have prepared letters for community groups, encouraging the members to vote in the March 20th election, and am open to suggestions; please forward any additional ideas to promote voter turn-out to me directly.

A first draft budget packet was provided for Board review. I will include a brief overview at the Board Meeting and answer any immediate questions that Commissioners might have.

A more detailed overview will be provided at the March meeting. Typically, personnel are reviewed at the March meeting, enabling any budget changes to be incorporated for formal budget adoption at the April meeting prior to the new fiscal year, beginning May 1, 2018.

I am asking for Board approval for the ability to issue tax warrants in an amount not to exceed \$450,000, at an interest rate of 3.8%. This measure, as previously discussed, prevents any potential cash flow issues at the end of the fiscal year, primarily due to any delay in county tax distributions.

A revised program scholarship was previously provided. The new application was reviewed by Park Counsel, and I would ask Board Members to formally adopt this policy at Thursday's meeting.

Formal meetings of all departments have taken place or are scheduled in the coming weeks. The intent of these meetings is to review individual department plans for the next fiscal year. Ideas reflected in the recent community-wide survey are also included in these meetings, along with budget recommendations for the upcoming year.

Six staff members attended the IAPD Conference in January, and reports of their attendance are included with this month's Board packet.

MAINTENANCE

Staff have been occupied with performing annual equipment maintenance, organizing maintenance areas, and determining actions for the upcoming fiscal year.

Work at Community Park has been on hold due to the cold weather. Ed Reidy and I met with Kevin Walsh from Olivieri Brothers Architects to finalize Phase 2 bid documents for the spring bid process.

Ed has determined remaining details for completion of Phase 1. This is the first priority for 2018 completion of the Community Park OSLAD grant. We submitted for a mid-project distribution, with some difficulty.

RECREATION

The number of participants that attend the Park-sponsored dance program is amazing. Currently, 471 are enrolled in 45 classes. Highlighting February was the inclusion in the Des Plaines competition, with 78 company performers competing at this event.

F.A.N. attendance has increased. The promotion to add discounted registration for college students and family memberships increased over the previous year. Carter Patton will provide participation comparisons at the annual November review.

Preschool registration has been completed, and numbers remain light for this long-running program.

INFORMATION TECHNOLOGY

We continue to be pleased with our IT provider, B Practical Solutions. Most recently, they cancelled a trip to Arizona to ensure a server issue was properly rectified. Evaluation of all IT resources is ongoing, and recommendations for the budget will be addressed at the March Board Meeting.

FINANCE & PLANNING

CPI and new growth numbers should be available in early March. There has been much discussion among local governments regarding the state of potential property tax legislation. No one believes any action will take place prior to the Gubernatorial Election.

GOLF COURSE

The Park District will employ social media during February and March to promote 2018 discounted passes.

The golf department meeting will take place on February 13. Staff will review all areas of operation and will also meet with Reliable Property Services, the golf course maintenance contractor, later that day.

OFFICE

The front office has been busy with registration and training office staff.

Bonnie Roach, Office Manager, continues to do exceptionally well, managing all aspects of registration both online and through the door.

RISK MANAGEMENT

The safety committee met and reviewed forward progress on safety related issues.

Staff have had fun choosing winter shirts, provided through the PDRMA grant award.

Respectfully submitted:

Jim Randall

Executive Director