

**EXECUTIVE DIRECTOR'S REPORT
OCTOBER, 2018**

COMMUNITY PARK DEDICATION

Date: Thursday, October 18, 2018

Time: 5:30 p.m.

Location: Community Park, 20261 S. Graceland Lane, Frankfort

Location in the event of rain: Community Center, 7540 W. Braemar Lane, Frankfort

ADMINISTRATION

Staff worked to revise the levy process, streamlining the filing and providing additional direction to Will and Cook Counties. Park District counsel reviewed and suggested revisions to the annual Tax Levy ordinance that will be considered for adoption at Thursday's meeting. The end result of the revised ordinance is to secure new growth within the District over the previous year, while keeping existing property owners tax rates consistent with CPI growth. A second ordinance, giving direction to Will and Cook Counties regarding extensions based on tax fund priorities and need to fully fund the Corporate Fund is also included, and will allow the greatest level of fiscal flexibility.

The second primary distribution of tax dollars has been received from Will County.

Staff received a preliminary draft of the contracted salary equity study. Audrey Marcquenski and Nicolette Jerik have been working with Jarrod Scheunemann, Campfire Concepts, and Michael Mulvaney, University of Illinois. Audrey will provide a report on this project at the November meeting. At the conclusion of the salary equity study, we will move forward with the community wellness needs and opportunities survey.

Just a reminder, I will be off during the November Board Meeting, and Audrey will take my place. The meeting will be conducted at the golf course, and staff are scheduled to make their annual presentations.

It was briefly discussed at the September meeting that we review a provision related to alcohol usage within Park District documents. The District allows alcohol at the Community Center in conjunction with facility rentals and the required purchase of dram shop insurance. The District also maintains a liquor license for beer and wine sales at the golf course and carries all required licensing and insurance, and staff complete required training.

The following is indicated in old Park District records, dated July 14, 1974, stating that Board action is required prior to receiving permission to have alcohol on Park District property.

"ORDINANCE NO. 2, AN ORDINANCE PROVIDING FOR THE REGULATIONS AND RESTRICTIONS GOVERNING THE USE OF THE PARK SYSTEM OF FRANKFORT SQUARE PARK DISTRICT

SECTION 16

Drunkness – Intoxication Liquors. No intoxicated person shall enter, be or remain in the Park System nor shall any person bring within, sell, give away or drink any intoxicating liquors in the Park System. Alcoholic beverages, other than in bottles or cans, may be permitted on Park property by permission of the Park Board." A copy of Ordinance No. 2 is included with the October agenda for reference. This ordinance was also published in the July 17, 1974 weekly edition of the *Mokena Herald*.

This is in no way a priority, but with the completion of improvements at Community Park, we have been contacted by a few residents related to this issue. At a future date, and in conjunction with regular surveying of Park District residents, we could add a question related to alcohol use for resident input.

The District's overall fund balance, with a large amount of construction, repayment of over \$100,000 in outstanding debt, and slightly lower revenue at the golf course due to inclement weather, is nearly identical to last year. In 2017, the fund balance was \$2,076,692, compared to this year \$2,028,539, not including referendum revenue or projected grant income of \$95,000.

We have been contacted by the IDNR regarding our final grant payout, and although all work and submittals have been completed, we have no estimate of final grant distribution for the Community Park Redevelopment project.

On a brighter note, Will County completed Community Park final inspections, and the EPA signed off on the erosion control measure, allowing the removal of the silt fence.

As a reminder, the Park District invited residents, contractors, staff, and local officials to the Community Park Dedication prior to the Thursday's Board Meeting. Per the details at the beginning of this report, we will conduct the Dedication at the Community Center in case of inclement weather. I am anticipating a brief ceremony, 30-45 minutes, followed by the regular Board Meeting at 7:30 p.m. at the Community Center. If unable to attend, please let me know. I will email reminders on Wednesday, October 17, prior to the event.

Looking to fall of 2019, I have begun preliminary plans for review and recommendations for improved environmental practices. The District has many related improvements, including wind, solar, wetlands, and transition to LED lighting. I would like to formally evaluate all aspects of the District to develop a longer term sustainable approach to all aspects of Park District operation. Forward thinking FSPD actions benefits our mission of environmental stewardship, but in many cases, offers cost savings over traditional methods. More information on expanded environmental practices will be available in the coming months.

For many years, the Park District has sponsored Boy Scout Troop #237. The new innovation to scouting is extending opportunities to girls. Troop leadership has requested approval to add girls to Troop #237 beginning in February, 2019. This opportunity is within the Park District's mission, and I would ask for Board approval to extend our Scout Charter Organization to accommodate the request when and if it becomes available.

The FSPD was contacted by Vicki Truesdale from the Frankfort Public Library regarding participation in the Little Free Library program, a nonprofit organization that provides neighborhood book exchanges inviting all to take a book or leave a book. Old, unused newspaper dispenser boxes, donated by the Chicago Tribune, have been hand painted by library volunteers, and our District will install a Little Free Library book dispenser at Union Creek Park at the front playground. The District's goal is to install Little Free Libraries at all of its 32 park sites to increase access to books, inspiring a love of reading for all ages.

MAINTENANCE

Maintenance has experienced an exceptionally busy summer with all improvements related to the completion of the Community Park grant project, and various referendum projects located throughout the community. I am working on a "To Date" referendum summary, detailing every dollar expended from referendum proceeds. This information will be included with the budget process after the first of the year.

Indian Boundary South Park pond received soil erosion protection with installation of fabric, 3" stone rip rap, and native plantings. I prefer to limit stone, but continual changes to water levels at the border area/edge of the pond have resulted in soil loss.

I am working with Frankfort Township Highway Commissioner, Bill Carlson on improvements to the mulch area and parking lot at Kiwanis Park. This cooperative effort has been very successful in saving money for both the Park District and Township, and the mulch area and parking lot have been expanded. Plans are being developed to install permanent restrooms at this location.

We continue to update existing lighting to energy efficient LED fixtures. The interior lighting is 90% complete, and we hope to finalize all interior space in the Community Center this winter. The outdoor lighting at the Community Center has been replaced, and the District will receive an incentive of approximately \$4,000 through the ComEd Energy Efficiency Program.

The electric heat in Pole Barn #2 has been replaced with propane. The new furnace and tank were installed and are ready for winter use.

RECREATION

The production of the winter/spring brochure is underway, and the estimated date of delivery to residents is on or about December 7.

Fall programming is in full swing, and we are working diligently to accommodate the number of requests from community groups and District programs. Staff are increasingly challenged with the effort it takes to complete all the actions necessary to allow usage at indoor and outdoor spaces.

INFORMATION TECHNOLOGY

I previously provided information related to the thefts in the District's parking lot. We are in the process of adding digital cameras and office monitoring of the parking area. In addition, I have requested and received additional patrols/presence of Will County Sheriff's officers in the parking lot during times of high traffic.

The Board report includes the agenda of the monthly IT meeting and ongoing projects.

SPECIAL RECREATION

Audrey Marcquenski's monthly LWSRA report is available for Board review.

FINANCE & PLANNING

Work will begin on the 2019/2020 budget in the coming months. We continue to identify referendum projects for inclusion in next year's budget. If Board Members have any improvement projects they would like considered, please forward those thoughts at your convenience.

During the winter months, we will continue to project debt retirement, future capital needs, and overall growth in preparation of the budget for the next fiscal year.

GOLF COURSE

The annual Free Day of Golf was held on Saturday, September 29. Matt Tillman, Athletic Supervisor, and John Keenan, Superintendent of Recreation, and all golf course staff did a great job organizing this event. This year's program raised \$11,600 in donations for the District's College Scholarship Program fund. Since 2006, a total of \$113,600 has been raised and in 2019, the Park Board will have awarded 113 \$1,000 scholarships to graduating high school seniors.

Van's Enterprises began renovating a large number of tees at Square Links. It is hoped that by Thursday's meeting, prepared areas will be sodded, completing the improvements. All that will be left is "growing in" the new turf.

RISK MANAGEMENT

Arliss Bouton, Safety Coordinator, and Audrey organized a risk management refresher for staff at Community Park on Wednesday, October 3. It also provided a nice opportunity for staff to use the new improvements at the park.

Departments are updating their annual training plans for implementation with the new fiscal year.

COMMUNITY UPDATES

Boy Scout Troop #237 will hold their annual Scouting for Food Drive at the LWN field house on November 10 and 11. Ed Reidy, Superintendent of Parks, is working with Troop #237 Scout Leader, Rich McCully, to again assist their organization by providing necessary equipment, cleaning supplies, and any requested logistical support.

Respectfully submitted:

Jim Randall

Executive Director