

EXECUTIVE DIRECTOR'S REPORT

APRIL, 2019

ADMINISTRATION

Resolution No. 19-05-21, authorizing the release of closed session minutes and the destruction of closed session audio recordings is presented for Board consideration. We are providing this information in advance of final consideration at the May organizational meeting. It is recommended this process be completed semi-annually, and will be included in the May, 2019 and January, 2020 Board Meetings. This action has been reviewed by Park Counsel.

The Treasurer's Report and Accounts Payable Listings are back on schedule with support and backup personnel in place. Staff will continue to evaluate and adjust processes to ensure timely, accurate recordkeeping for all Park District bookkeeping.

Included on the March agenda is the proposed Operating Budget for the 2019/2020 fiscal year. I also provided a project listing for capital improvements. I would ask for Board input, amendment if necessary, and adoption at the April Board Meeting.

The Summit Hill School Board approved the intergovernmental lease agreement, reducing the term to two years rather than three. There was discussion at their April meeting that is available online at the SHSD website if anyone is interested.

I forwarded information related to an issue on the Park District path as reported in the *Frankfort Patch*. I will be meeting with Will County Sheriff Department officers related to this occurrence.

As reported at the March meeting of the Park Board, a maintenance contract, renewing services provided by Reliable at the Park District-owned Square Links Golf Course, is included for consideration. The term of the contract, May 1, 2020, continuing through April 30, 2023, will be executed well in advance, enabling the Park District to negotiate multiple-year pricing based on the current CPI.

MAINTENANCE

There are not enough hours in the day and spring weather always creates challenges for the maintenance department. This year is no exception.

General park details, preparing ballfields, getting tennis and pickleball courts open, delivery of porta potties, and opening of winterized facilities represents only a few of the literally hundreds of actions completed by the maintenance department in preparation for the busy summer season.

I would like to thank area Scouts that completed the annual Super Scout Clean-Up the weekend of April 6. Staff collected full garbage bags at all parks that had been gathered by Scouts and adult leaders. Their efforts represent hundreds of man hours, and dramatically aids District efforts to provide quality opportunities.

The new shelter at the Union Creek baseball fields is complete and scheduled to be painted. This much-needed improvement provides a safe, more aesthetically appealing facility. It is planned to re-asphalt pedestrian paths at this location, hopefully in July of this year.

RECREATION

The summer brochure has been delivered, and registration for summer recreation is underway.

The annual, ever-growing dance program's Showcase will take place on Saturday, May 4, attracting an audience in the thousands for both performances.

Registration is also underway for Summer Day Camp.

INFORMATION TECHNOLOGY

The new RecTrac POS system is up and running at the golf course. Staff have been trained on the new system, and all seems to be working well.

No major IT changes are scheduled for the upcoming fiscal year.

We maintain warranties of major components in the event of failure, and as reported in March, Dell replaced equipment at no cost when we experienced the loss of a primary server.

SPECIAL RECREATION

We have yet to receive a signed agreement with attachments from SSSRA for their purchase of Park District property located at their administrative office building.

We are still celebrating the hugely successful National Wheelchair Basketball Tournament hosted by LWSRA.

Residents remain very receptive to the quantity and quality of opportunities provided by LWSRA.

FINANCE & PLANNING

I will orally update the Board on the TAW issuance that will be extended this month. Similar to past years, the Park District will have a positive balance through the end of the fiscal year, but does not have an accumulated balance to safeguard against a delay in tax revenue, received in early June.

GOLF COURSE

Wet, but open for the 2019 season! The tees, repaired last fall, are open and staff are working diligently to resolve drainage issues on the driving range.

Due to damages and liability, we eliminated chipping on the practice putting green. Patrons are welcome to use the driving range and golf course for practice.

The kitchen, intended to be available during lunch hours, is scheduled to open in early June.

OFFICE

Office staff successfully completed all necessary duties related to the summer brochure and are managing registration for upcoming summer programming.

RISK MANAGEMENT

I will be attending a semi-annual PDRMA meeting in Homewood-Flossmoor in May.

Staff are preparing training for the influx of summer staff, and CPR/AED/First Aid training is ongoing.

WELLNESS

The wellness survey is being prepared for distribution to Park residents in late spring/early summer. The intention is to receive and tabulate results for Board review in the fall.

COMMUNITY UPDATES

The much-anticipated widening of St. Francis Road is underway. I will provide a status update on the sewer plant improvement project and the St. Francis Road schedule of completion at Thursday's meeting.

Respectfully submitted:

Jim Randall

Executive Director