

EXECUTIVE DIRECTOR'S REPORT
MARCH, 2017

ADMINISTRATION

Intergovernmental agreements are provided for Board review and adoption. The listed organizations are literally part and parcel of our District, and represent the oldest relationships we have with community groups. I have spoken with the new Scout Master of the Park-sponsored Troop #237, and will be communicating with both football and baseball league presidents. I would ask for adoption of these agreements as presented.

Park attorneys are reviewing a proposal to providing financial support of these organizations through beverage sales at Square Links Golf Course. I anticipate providing an authorizing resolution in advance of Thursday's meeting.

We became aware, from an employee, that Illinois adopted new legislation in regards to sick leave. The Park District implemented the change, and Park District legal counsel will amend our Personnel Handbook to reflect current legislation. The revised manual will be adopted at our May organizational meeting, and in the interim, I am providing detail from Ancel Glink regarding this new law.

Much work has been completed to provide the Golf Course Maintenance contract included on the March agenda. Park staff reviewed applications from seven individuals interested in the posted Golf Course Superintendent position, along with maintenance contracts from two service providers. The Golf Course Maintenance contract offers the best, most sustainable approach for moving forward. Prior to presenting the contract for Board consideration, it was reviewed and revised by Park Counsel from Ancel, Glink, Diamond and Bush and PDRMA, and Chapman and Cutler, the District's Bond Counsel. References were confirmed both verbally and by email. Staff met and interviewed Reliable Property Services, and are confident in the positive approach and professionalism the company will provide. I would ask for formal approval to enact the agreement, allowing services to begin Monday March 20, 2017. Please contact me directly with any questions or concerns.

One major advantage of Reliable assuming maintenance for the course is that their proposal includes all necessary equipment, representing a substantial annual savings by eliminating both equipment and maintenance costs incurred by the Park District. Reliable also submitted a proposal to purchase equipment no longer needed for Park operation. I secured comparable pricing for this equipment from Reinders, the Toro dealer, and am securing a second comparable from Martin Implement. I believe these estimates will confirm the reasonable offer provided by Reliable. I will orally review the second proposal and have included the Reinders proposal with the Board Packet. I would ask for approval of the Intent to Purchase Equipment provided by Reliable Property Services.

The District's fund balance continues to be strong at \$273,754 greater than it was last year at this date. This is only a snapshot of our financial position, but it is a very positive one.

I have yet to receive Will County's new growth for the upcoming fiscal year, or the latest levy edit report, and will update Board Members as this information becomes available.

MAINTENANCE

This is the time of year that items necessary for completion are too numerous to list. Staff have been impacted by the departure of the Superintendent of Square Links Golf Course, whose work was left in various stages of incompleteness. Transfer of equipment and tasks to the potential new golf course maintenance contractor will alleviate many issues.

The early arrival of spring-like weather saw baseball teams on fields in February. We move forward, and although it is still March, resident's expectations are high.

Reinders notified the District that they will no longer provide contracted mechanics. Alternatives for this service are being considered, and are somewhat in place.

We plan on advertising the new Assistant Superintendent of Parks position in April, conducting interviews in May, and potentially filling the position by June.

RECREATION

New Recreation Supervisor, Nicolette Jerik began her full-time employment with the District on March 2, and we are happy to have her on board, assisting the recreation staff.

The part-time Early Learning Center Director position has been posted, and a successful candidate will begin employment with the 2017/18 school year.

The summer brochure is complete, and will be delivered to residents beginning March 16.

I will update F.A.N. numbers and participation during the April Board Meeting.

The dance program's Company Dance classes participated in a competition at St. Charles North High School on March 4 and 5. All three company classes did well in the small group categories, coming away with awards, three gold and one silver. In addition, one small group swept the competition with the highest scoring for the day, winning over huge studio programs.

INFORMATION TECHNOLOGY

The new Datto backup system is in place, and will dramatically reduce the potential of cyber hostage scenarios. We continue to be exceptionally supportive of our IT contractor.

All cameras throughout the District are now accessible via the internet.

SSSRA

I am drafting a specific agreement with SSSRA that will include a statement of understanding and expectations when the organization uses Park District-provided facilities for their programming.

FINANCE AND PLANNING

The second draft of the budget will be distributed and reviewed under Old Business at the upcoming March meeting. I am also asking for an Executive Session to review personnel compensation for the new fiscal year.

GOLF COURSE

Weather dependent, I anticipate opening Square Links the last weekend in March.

OFFICE

Diane Meister, Office Manager/Bookkeeper, is developing a summary of duties, and will be transitioning responsibilities beginning in May.

RISK MANAGEMENT

The Park District completed the administration Loss Control Review on March 9. Audrey Marcquenski, Arliss Bouton, Ed Reidy, and Linda Mitchell did an exceptional job in preparing for this review.

Respectfully submitted:

Jim Randall

Executive Director