

EXECUTIVE DIRECTOR'S REPORT
MAY, 2018

ADMINISTRATION

I am happy to inform Board Members that College Scholarship Program recipient, Katherine Saunders, a Providence Catholic High School student, will be in attendance and recognized at our May meeting. Seven other scholarship recipients were recognized on Wednesday, May 8, at the Lincoln-Way East High School Senior Scholarship Night. John Keenan, Carter Patton, and Denis Moore represented the FSPD at this event. With the distribution of the 2018 scholarships, the Park District has awarded \$102,000 to 102 students since scholarships were first provided in 2007.

Please note that the May meeting is the annual organizational meeting for the District. Election of President, Vice President, Treasurer, and other required actions are detailed in the May agenda.

Equally important is the required ordinance consideration, providing for the issuance of General Obligation Park Bonds, Series 2018, per approval of the referendum in March. Many actions have taken place, as required, and will continue through distribution of referendum proceeds on Monday, June 4.

It becomes redundant, but if any Board Members are unable to attend Thursday's meeting, please let me know at your earliest convenience.

The Park Personnel Handbook, Policies and Procedures, has been revised and a red line copy has been provided for Board review and approval. Park counsel reviewed and recommended changes included in the revised manual presented. I am asking formal approval of the Handbook as amended.

Also included on the agenda is consideration of the amendment to the intergovernmental agreement by and between Summit Hill School District 161 and the Park District. This document, previously approved at the April meeting, was subsequently revised by SHSD 161 and adopted by their Board. I am asking for formal adoption of the final agreement, enabling the Park District to move forward with renovations to expand an existing dance studio and develop an additional dance studio at Mary Drew.

Annual performance evaluations have been completed for all full-time staff. I am asking for a brief executive session for the purpose of discussing a personnel issue.

The Park District is advertising for an athletic supervisor to replace Carter Patton who submitted his resignation.

The new budget is in place, and staff are preparing to complete the Community Park Redevelopment OSLAD grant project. Planning is moving forward, and a timeline for completion of all projects that were presented and approved at the April meeting is being prepared. We are excited to move forward.

MAINTENANCE

Controlled burns, Super Scout Clean-Up, and tree delivery/planting highlight completed actions over the past month.

Normal actions to maintain parks and properties are underway. Weed control was applied at several park sites. Wind is a determining factor in applying herbicides, and the purchase of a drift limiting shield will better protect properties and allow spraying in any condition.

RECREATION

May 12 is the annual Dance Showcase event that highlights the District's Braemar Dance Center. Performances will be held at the Lincoln-Way East Performing Arts Center, scheduled for 4:00 p.m. and 6:30 p.m. The District issued tickets for an audience of 2,500.

Registration for summer programs continues.

A second summer brochure was developed and delivered to all households that announced the District's new membership with LWSRA and provided information about referendum projects that are currently in the planning stages. The LWSRA brochure was imbedded in the booklet, enabling all to see the new opportunities that are available.

Staff met with area park districts to discuss the potential of LWN pool usage. I will update Board Members at Thursday's meeting.

INFORMATION TECHNOLOGY

The annual onsite RecTrac workshop was held on May 1 and 2. All that attended truly appreciated the information that was provided.

SPECIAL RECREATION

Audrey Marcquenski will represent the Park District at our first LWSRA meeting on Tuesday, May 15. Staff completed a brochure notifying residents of our change in associations and the tremendous programming opportunities this will provide.

FINANCE & PLANNING

Referendum proceeds will soon be deposited, and we are pursuing the best available return on the funds.

GOLF COURSE

Although off to a slow start, play has picked up with the improved weather.

Improvements completed last fall are healing in.

I hope improved tees will be in use mid-June to early July. The new superintendent, married in late April, has been successful in getting the course open.

OFFICE

Office staff, under the guidance of Bonnie Roach, Office Manager, is preparing to enter fall brochure program information into RecTrac, the District's main software system.

Staff have been busy taking registrations for summer programming, including summer day camps.

RISK MANAGEMENT

I will attend the annual PDRMA Membership Assembly in Tinley Park on May 16.

The District had damage to a personal vehicle on May 3. I will review the incident at Thursday's meeting.

WELLNESS

Audrey Marcquenski is managing the Health & Wellness Survey and Salary Equity Study projects. An initial meeting will take place in early June.

COMMUNITY UPDATES

Sewer work continues, running the main sewer to the Frankfort plant, which is a massive project.

Respectfully submitted:

Jim Randall

Executive Director