

EXECUTIVE DIRECTOR'S REPORT
SEPTEMBER, 2018

ADMINISTRATION

2019 is a Park District election year. Three positions on the Park Board are up for election at the April 2, 2019 Consolidated Election. Due to the larger turnout at the past Consolidated Election, nominating petitions will require a minimum of fifty-seven signatures. Candidate information and nominating petitions will be available at the Park office beginning September 18. Filing dates for nominating petitions are Monday, December 10, 2018, through Monday, December 17, 2018.

Included on the agenda is a required tax abatement ordinance for described alternate revenue bonds extended in 2013, 2010, and 2009.

As previously determined, the Park District will not complete a mini-bond sale, as this action is no longer necessary due to the referendum approved by voters in March, 2018. In the future, the Park Board could decide to issue annual mini-bonds if necessary and in the best interest of the District.

I have been working with Park Counsel to complete a simplified tax levy. With the growth in the District and tax cap legislation, I would recommend passage of the required levy ordinance at less than 105% of last year's extension. If acceptable to Commissioners, the levy can be adopted at the October meeting without the publication of the Truth in Taxation public hearing notice, previously required.

The Park District received the second primary tax distribution from Will County on Thursday, September 13, 2018. An amount slightly over one million dollars was deposited in Park accounts.

Staff scheduled a park dedication of improvements at Community Park for Thursday, October 18 at 5:30 p.m. Invitations will be directed to local officials, park supporters, staff, contractors, and Park District residents. In case of inclement weather, the dedication will take place at the Community Center. The regular October Board Meeting will take place at its regular time, 7:30 p.m. at the Community Center, after the park dedication.

MAINTENANCE

Improvements completed throughout the District have been very well received. A summary of actions and improvements will be provided for Board review.

Highlights over the last month include the completion of the Community Park Redevelopment project, playground renovation at the Community Center, and dance studio construction at Mary Drew.

Projects scheduled for the coming month includes pond erosion control at IBS Park, new picnic table placement at school and Community Center shelters, and sealcoating/crack repair at Lighthouse Pointe, Island Prairie, and Indian Boundary South Park paths.

The District is nearing completion of the summer construction season. Staff will evaluate all aspects of Park maintenance and capital improvements, making recommendations to move forward this winter. If Board Members have specific thoughts, please forward ideas to Ed Reidy, Superintendent of Parks, or to me directly.

The resident input summary will be provided at Thursday's meeting for Board review.

RECREATION

After much discussion, planning, and hard work, the ELC preschool program, with many new staff, is underway. Participants and parents have been very supportive of new actions related to this long-standing program.

BAS began operation for the new school year, with daily enrollment at or about 60 students.

F.A.N. began its new season on September 1. Matt Tillman, Athletic Supervisor, met with staff and is looking to improve and increase awareness of this tremendous opportunity.

Dance continues to be hugely popular, with a current enrollment of 202 in the first session. This number will more than double by the second fall session. Construction of two new dance studios is now complete, with three studios now in use to accommodate the many students and 50+ dance classes.

INFORMATION TECHNOLOGY

New F.A.N. pass software is being tested. Moving forward, this pass system may be available at Square Links Golf Course.

Staff are evaluating POS software, GolfTrac that would integrate with the District's RecTrac software.

The new opportunity for scheduled credit card payment plans for the dance program has been well received and may also be implemented the ELC program in the 2019/2020 school year.

SPECIAL RECREATION

Audrey Marcquenski, Director and LWSRA Board representative, will provide a monthly report for Park Board review.

FINANCE & PLANNING

As previously reported, all necessary submittals for the Community Park Redevelopment OSLAD grant reimbursement have been forwarded to the IDNR.

As noted above, we have new direction on our required tax levy and alternate bond abatement. I am also including a debt service summary that reflects the schedule of debt reduction in the coming years.

The annual audit has been completed, and Hearne & Associates will complete all necessary filings on the District's behalf.

SPECIAL PROJECT

A salary equity study for full and part-time District staff is ongoing. Results/conclusions will be available for Park Board review and posting on the District's website in coming months.

GOLF COURSE

Renovation of the majority of golf tees is scheduled for the first week in October, and I am also investigating a net for the driving range.

Staff researched and recommends the lease of two golf ball pickers and utility carts, replacing the older Kubota utility cart currently in use. It is advantageous to secure the end of season lease to take advantage of this year's pricing prior to next season's increase. Final lease pricing will be available in advance of the Board Meeting, and will be forwarded for Board review.

Weather has been a negative factor this golf season. Matt Tillman will provide the annual end of the year report at the November Board Meeting.

OFFICE

Bonnie Roach, Office Manager, has been the leading factor in implementing the much-requested payment plan for our dance program.

F.A.N. registration and the member cardholder system have also been improved for the current year.

RISK MANAGEMENT

Although our District is not being evaluated this year, PDRMA representatives will meet with staff in the coming weeks to confirm our forward progress.

The Safety Committee, comprised of Arliss Bouton, John Keenan, Audrey Marcquenski, Linda, Mitchell, Bill O'Shea, and I, meet monthly to ensure we advance the District's risk management progress. A luncheon and safety refresher session will be held for all staff at the new Community Park facility in early October.

Respectfully submitted:

Jim Randall

Executive Director