

**EXECUTIVE DIRECTOR'S REPORT**  
**SEPTEMBER, 2019**

**ADMINISTRATION**

The Park District completed the S&P Rating with a phone interview and provision of supporting documents on Wednesday, September 11.

S&P projected a rating will be received on or about Tuesday, September 17, or Wednesday, September 18. Baird Public Finance will determine a sale calendar upon receipt and review of the Bond rating.

The District is evaluating future landscape architects to provide initial planning assistance for the District's "farm" and other projects.

The community-wide wellness/capital improvement survey is currently at the printer and will soon be mailed to all households within the District.

A letter was received from the Office of the Attorney General, notifying the requestor and the District's legal counsel that the matter did not require issuance of a binding opinion and the file is closed.

Mid-year department evaluations have been completed.

A public input ordinance recommended by legal counsel and reviewed by Dave Macek, Vice President and OMA/FOIA Officer, has been added to the agenda for consideration.

Board Members were provided with a "first look" at the updated Theft Control Guidelines policy at the August Board Meeting. The document is now included on the agenda for consideration.

Diesel fuel will be purchased through Al Warren Oil Co. at a discount over our previous provider.

Surplus equipment will be offered for sale through the Russo Power Equipment semi-annual auction. The action is included on the September agenda and a detailed list of equipment no longer needed will be provided to Board Members in advance of Thursday's meeting.

Washroom plans for Kiwanis and the golf course are being prepared for future construction.

The District is seeking proposals for BMX track design at Indian Boundary South Park and for solar lighting.

District staff are working on a revision to the Summit Hill School District 161 intergovernmental agreement.

**MAINTENANCE**

Maintenance staff met with John Ryan, President of a landscape architecture firm, Ives/Ryan Group, Inc. The purpose of the meeting was to enlist Mr. Ryan's services in assisting with the preparation of a park mowing/landscape maintenance bid.

Good to Grow Landscaping has done wonderful work, improving landscape beds at the Community Center, and at the Union Creek football stadium and Dog Park.

Thornton Equipment is onsite at Kiwanis Park, assisting maintenance staff in base installation for the bike path extension.

Tilting trash cans were ordered and will be placed along the bike path. These receptacles will be more aesthetically pleasing and provide efficiencies, as they are easier to empty.

Dennis Persic, former Board Member and longtime friend of the District, has been onsite, preparing new playground equipment for installation.

The new shade structure, benches, and miscellaneous improvements have been completed at the Dog Park.

Interviews have been scheduled for the open full-time maintenance position.

Arbor Care is scheduled to relocate trees from the golf course and add trees along the bike path at Kingston and Hoffman Park.

## **RECREATION**

Roc Solid Sports will no longer use rental space provided by the Park District.

The District's longest running program, the ELC preschool, is back in session. The teaching staff, led by Pam Moloney, have done an exceptional job preparing for the 2019/2020 school year.

## **SPECIAL RECREATION**

Participants from LWSRA enjoyed the second year of golf instruction at Square Links Golf Course, provided by Freedom Golf Association. The six week offering saw participation double, and all enjoyed learning on the range, followed by play on the course at the conclusion of the program.

## **FINANCE & PLANNING**

The audit draft, FYE 4/30/19 was received, and a final document should be in hand prior to the October Board Meeting. We are seeking proposals for a new independent audit firm to provide service for the next five years.

## **GOLF COURSE**

Beginner tees have been identified at Square Links Golf Course, and construction will be completed in October, 2019.

The Free Day of Golf event, a fundraiser for the College Scholarship Program, is scheduled for September 28. A record \$13,250 has been raised thanks to the generosity of the Park District's vendors, contracted service providers, and friends of the FSPD.

## **RISK MANAGEMENT**

PDRMA Risk Management Grant applications were submitted on August 29 and if successful, we will be notified at the annual Risk Management Institute, scheduled for November 15, 2019 at the Tinley Park Convention Center.

A resident whose home borders Square Links contacted the District related to broken glass. PDRMA responded to the homeowner on our behalf.

The District's PDRMA Risk Management Consultant will be onsite on Tuesday, October 10, 2019 to conduct our annual risk assessment.

## **COMMUNITY UPDATES**

There has been good progress made to the St. Francis Road improvements.

John Keenan, Superintendent of Recreation, will represent the District by serving on a census committee, organized by the Village of Frankfort. The purpose in forming the committee is to brainstorm ways in which local agencies can assist in getting the word out about the upcoming census in an attempt to gather accurate counts for our community. The initial meeting was held on Thursday, September 12.

## **FOIA**

The Board approved a Freedom of Information Act Transparency Policy that establishes the District's goal to publish information pertaining to FOIA requests. Two FOIA requests were received over the past month and have been posted to the agenda.

1. FOIA from Union Local 265 for invoices and contact information for various services pertaining to HVAC, Exhaust systems, architectural metals, lockers, and kitchen renovations. The information was provided to the requestor and is included on the FOIA summary.
2. Resident communication related to the Open Meetings Act. The letter was reviewed by the District's legal counsel, a response was provided to the requestor, and is included on the FOIA summary.

Respectfully submitted:

Jim Randall

Executive Director