

EXECUTIVE DIRECTOR'S REPORT

JANUARY, 2021

ADMINISTRATION

Dial-in instructions will be provided to allow all Board Members to attend remotely. If unable to attend Thursday's meeting, please let me know at your earliest convenience. Additionally, residents interested in providing public input are directed to contact the District office for dial-in instructions.

I am really hoping this will be the last remote meeting, and that by the time we meet we again in February, we will be advised by the State that we can return to in-person programming with previous limits. The Board will be updated as additional information becomes available.

I previously forwarded a revised intergovernmental agreement with Summit Hill School District 161 in furtherance of our cooperative efforts. I would ask for consideration and adoption of this agreement, and on completion of this action by the Park District, we would forward to a copy to the School District for consideration.

The first draft of the 2021/2022 working budget has been provided for Board review and comment, and staff continue to evaluate and make recommendations. The tentative plan is in-person overview of the budget and related actions at the February meeting, personnel review at the March meeting, and adoption of the final revised budget at the April meeting. It is typical to have the latest county information related to District growth in early March.

The January meeting, in addition to the May meeting, includes a review of the previous executive sessions followed by consideration of the Resolution that authorizes release of executive session minutes and destruction of closed session audio recordings. These actions are reflected on the January agenda, but detail postponement, as it will be easier to address in-person, hopefully in February, pending State approval.

MAINTENANCE

The budget is being evaluated and detail and direction is being developed. A calendar of action is formulated to ensure timely maintenance of routine items and inclusion of projects throughout the summer.

Our small dedicated Maintenance staff have been busy readying buildings and equipment for the summer season. Contracts with area landscapers have been reviewed and sent for consideration of continued service for the upcoming season.

Potential projects are being developed for Board consideration. If Board Members have specific issues or ideas, let us know.

RECREATION

Recreation staff have developed numerous innovations, such as remote classes, in an effort to continue providing programs.

Nicolette Jerik is working on a remote Sweetheart Dance, enabling the District to offer this valued annual opportunity.

Survey results should be available from F.A.N. participants by the January Board Meeting. It is hoped that a walking program can be provided for residents at Lincoln-Way North by early February.

John Keenan is working on Early Learning Center registration so preschool classes can resume next fall. We are all excited about the return of opportunities at our Community Center.

INFORMATION TECHNOLOGY

We are working with the District's IT contractor, B. Practical Solutions, to install simpler server upgrades in the summer of 2021.

SPECIAL RECREATION

Special recreation programs with LWSRA are still taking place as remote opportunities. Their agency, like ours, hopes the improving conditions will allow the return to in-person programming. More to come.

FINANCE & PLANNING

All staff have been working on the 2021/2022 budget, and are developing projects and plans with the expectation that conditions will return to normal.

I will provide a summary of retiring debt service, and the good news continues as the 2002 referendum and the golf course restaurant bond are expiring in the upcoming fiscal year. Additionally, the 2022/2023 fiscal year will see retirement of the alternate bond that purchased the golf course.

GOLF COURSE

We continue to have golfers at Square Links. Not many, and to date, there was one for the month of January, but we are prepared to open, weather permitting. John Keenan conducted end-of-season reviews with both Toptracer and Teesnap, and both will be ready to go with the new season.

OFFICE

Bonnie Roach is leading the migration to new RecTrac software in June. A teleconference call with RecTrac was completed on Friday, January 15. This is the second in many steps related to the transition and training.

RISK MANAGEMENT

All staff are staying current on recommended risk management actions.

Respectfully submitted:

Jim Randall

Executive Director