

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, June 15, 2016 at approximately 6:00 p.m. in the Board Room of the Village Hall, New Lenox, Illinois.

## **GENERAL FUNCTIONS:**

- Call to order** President Fischer called the June 15, 2016 meeting to order at approximately 6:02 p.m.
- Pledge of Allegiance** President Fischer led the Board, Staff, and all others present in the Pledge of Allegiance.
- Roll Call** President Fischer directed the Recording Secretary to take roll call. Upon taking roll call, the following were present, Commissioners: Kraemer, Schulz, Larson, Thomson, and President Fischer.
- Also in Attendance** Executive Director Greg Lewis, Director of Recreation Shirley Braglia, Communications/Marketing Supervisor Lauren Lotz, Director of Parks-Maintenance George Travnicek, Director of Golf Bob Schulz, Director of Business Services Kathy Lynch, Attorney Angelo Vitiritti and Deputy Director of Executive Services Jacque Tuma.
- Treasurer's Report** Commissioner Kraemer quoted the totals from the Monthly Treasurer's Report as presented for May 31, 2016. President Fischer requested any questions or comments regarding the Monthly Treasurer's Report for May 31, 2016. Hearing no questions or comments, President Fischer requested a motion to approve the Treasurer's Report as presented for May 31, 2016. Motion made by Commissioner Larson, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously. Commissioner Kraemer quoted the Year End adjustments as presented for April 30, 2016. President Fischer requested a motion to approve the Year End Adjustments as presented for April 30, 2016. Motion made by Commissioner Schulz, seconded by Commissioner Thomson. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Payment of Bills** Commissioner Kraemer quoted totals from the Payment of Bills as presented for May 31, 2016. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for May 31, 2016. Motion made by Commissioner Larson, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Special Guests** Introduction of "Bucky" The Beaver/Mascot Coloring Contest Winners  
Communications/Marketing Supervisor Lotz introduced the new official mascot "Bucky" The Beaver. "Bucky" The Beaver is also used to bring awareness of vandalism in our parks and he is also getting ready for Proud American Days. Communications/Marketing Supervisor Lotz thanked everyone for their suggestions of names. Communications/Marketing Supervisor Lotz noted we recently conducted a coloring contest and picked four winners. Communications/Marketing Supervisor Lotz introduced the four winners and presented them with their winning pictures in frames and also gave them each a gift. The winners were Taylor F., Jacob R., Dominc N. and Kayla P. Communications/Marketing Supervisor Lotz noted there were over 200 entries and also noted how tough it was to pick the winners.
- Consent Agenda** Approval of the Special Meeting Budget Workshop of May 18, 2016, Approval of the Regular Meeting Minutes of May 18, 2016, Authorization to donate \$250.00 In Lieu of Flowers, to the Ron "Papa" Schaper Memorial Scholarship Fund In Care of Lincolnway Community Bank In Bob Schaper's name to be used for a New Lenox Student Athlete  
President Fischer noted a change in the "Minutes of the Special Meeting Budget Workshop of May 18, 2016, noting Commissioner Thomson would "consider" an exemption, not "make an exemption". President Fischer requested any questions or comments on the Consent Agenda. Hearing no questions or comments, President Fischer requested a motion to approve the Consent Agenda as presented. Motion made by Commissioner Kramer, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.
- Committee & Staff Reports** Tentative Budget & Appropriations Ordinance #16-05-01  
President Fischer noted this was for the commissioners to review and noted this would be approved next month. Executive Director Lewis noted for the general public the tentative budget is available at 701 W. Haven for the next 30 days.

Committee & Staff Reports: Director of Business Services, Deputy Director of Executive Services  
President Fischer requested any questions or comments regarding Business Services Report. President Fischer moved on requesting any questions or comments regarding the Administration Report.

Facilities / Planning

Commissioner Thomson reported the following at 701 W. Haven: Flower pots all planted and moved to summer location; planting areas and around building de-weeded, shrubs pruned and mulch added. Commissioner Thomson reported the following at 1 Manor Drive: All flower beds were planted and summer; soaker hoses were installed in flower beds to make watering more efficient; all floors were stripped and waxed; repaired laminator in copy room. Commissioner Thomson reported the following at Sanctuary Clubhouse: recently installed flag pole that is now illuminated at night; upgraded the burglar system. Commissioner Thomson reported the following completed fire inspections at both the Golf Course Maintenance Building and the Grounds Department Maintenance Building, passing both inspections. Commissioner Thomson reported the following at Hibernia: Overhead garage door at concession building adjusted; West service door painted; concrete shelter pad pressure washed; and the splash pad opened. Commissioner Thomson reported the following at Walker Park; HVAV (cooling) upgraded; concrete shelter pad power washed; splash pad opened. Commissioner Thomson reported there were 6 banquet/room rentals with 810 participants at the LCC and 701 and also reported 12 park rentals. Director of Parks/Maintenance Travnicek further reported light timer was installed at the Hibernia concession building and downspouts installed at Walker.

**Golf Course**

Golf Course

Commissioner Kraemer reported we are having a great spring, rounds are up and the food and beverage is up. Commissioner Kraemer reported the Saturday and Sunday morning perm t-times are up and running. Commissioner Kraemer reported the I-80 Amateur Qualifier was hosted today, he reported they had between 80-100 golfers. Commissioner Kraemer reported it was a nice feather in our cap that they chose to have the outing on our course. Commissioner Kraemer reported the I-80 was a success. Commissioner Kraemer reported the golf course is busy every day, things are going very well and the weather has been in our favor. Commission Kraemer reported the kids started this past Tuesday, so if you like cheesy fries, come out on Tuesday.

**Committee & Staff Reports**

Director of Golf

Director of Golf Schulz reported you can sign up at any time during the summer for the Junior League. Director of Golf Schulz reported last week 322 players, this week 305 players. Director of Golf Schulz noted this is a really good program. Director of Golf Schulz reported Pro Am is July 6<sup>th</sup> and fills up really fast. Commissioner Schulz asked how many kids are signed up. Director of Golf Schulz reported about 410, but we usually get 500-520.

**Parks/Development**

Development Projects Update, Firefighters Playground Project Update, Spencer Campus Parking, Director of Parks-Maintenance

Commissioner Larson reported Firefighters Park looks beautiful, trees have been planted, and noted the general contractor would be out to power wash and open up the park. Commissioner Larson reported he was out at Aerohaven to look at the detention project the village is working on. He reported the village said there would be a gradual slope from the playground apparatus and we would not notice a big drop, provided we approve the project to be completed. Commissioner Larson reported Director of Park-Maintenance Travnicek talked with the village as they are not sure how much water would actually be there and that was one of his concerns. Commissioner Larson reported the culvert separating at Royal Meadows/Countryview Park and noted they are working with the village on fixing it. Commissioner Larson also reported on the new signage at Spencer, he noted they are small. Commissioner Larson reported the ponds have been treated. President Fischer asked if the Village was going to come before us regarding

the Aerohaven project. Directors of Parks Maintenance Travnicek reported they wanted us to talk about it first, then they would go to the homeowners and ask them about it first. Director of Parks-Maintenance Travnicek reported they are not sure of the volume, there is about a block and a ½ to the west, between 10-12 homes that have issues throughout the years, and so they are trying to divert the water and also because of the Nelson Road being built. The village is asking us to use half of the site (2.8) acres as a temporary hold. Directors of Parks-Maintenance Travnicek reported they hadn't factored in the amount, and noted it would be for a 24-36 hour hold, they would go down 2 feet at the deepest part, so they wanted us to talk about it and report back to them. Executive Director Lewis reported we have all the information, so the commissioners need to decide. Executive Director Lewis reported they will go to all the homeowners and tell them what is going to happen, so if they are not in favor of it, they won't do it. Executive Director Lewis reported the bottom line is, it's a bigger system. The village is working with the homeowner's right up against Nelson Road to try to fill some of that area in, and are doing everything possible to take a bad situation and make it better. Executive Director Lewis reported they want to use part of the park to hold some of the water instead of someone's backyard. Executive Director Lewis reported we have all the engineering, all the plans, we have the plans for Nelson Road. Executive Director Lewis reported they are doing everything possible and reported we need to be on board, so if we have no intention of cooperating, he needs to report back to the village. Executive Director Lewis reported staff's recommendation says it's not the best, but if the homeowners are ok, it's taking a bad situation and making it the best it could be. Executive Director Lewis reported the area already to the northwest floods in the 100 year flood, that's why the playground was moved. Executive Director Lewis reported the problem already exists on the site. Executive Director Lewis reported the slope will take up half of the park, but the end result of it is that half of it that's in the detention retention area probably will be dry more than its wet, so it will be better. Executive Director Lewis reported he will get everyone the diagrams and if everyone agrees it's in the best interests of the neighborhood, then they can go ahead and approach the neighbors and we can put it on the agenda next month to ratify it. Executive Director Lewis noted if it helps the situation and the people around the park, I don't know why we wouldn't do it. President Fischer noted they need more information and will report back to Director of Parks-Maintenance Travnicek or Commissioner Larson. Executive Director Lewis noted it was more park to be used than what was expected. Commissioner Larson wondered if they were going to figure out how much water they would get. Executive Director Lewis reported in a 100 year flood that corner of the park is going to flood no matter what. Executive Director Lewis noted we are trying to soften the blow to the homes and doing everything they can do to help the situation. Director of Parks Maintenance Travnicek believed there was going to be an inlet and an outlet and would be able to control the amount and that it would just be a temporary hold. Director of Parks Maintenance Travnicek reported we are still waiting on deed and title for Waterchase, the turf has been mowed by a homeowner over the weekend, it's going to be on the schedule with the contractor to mow it weekly, he reported the village will pick up the tab on that until we receive deed and title. Director of Parks Maintenance Travnicek reported there will be a certain amount of money that will be allocated for the improvements of an asphalt path and seed work.

#### Firefighters Playground Project Update

Director of Parks-Maintenance Travnicek presented a slideshow with pictures of the new playground with fire truck theme. Director of Parks-Maintenance Travnicek presented pictures of the roof, safety mulch, the Engine 701 playground equipment, ADA swings, and three slides. Director of Parks-Maintenance Travnicek reported this is the first playground in the district that has a lower tier with ADA walks going to it, as well as all the way around. Director of Parks-Maintenance Travnicek reported they will be putting in some benches and waste receptacles. Director of Parks-Maintenance Travnicek reported seeding will take place on Friday, as well as power washing and then hoping it will be open on the weekend. Director of Parks-Maintenance

Travnicek reported they were on schedule and also under budget, they saved \$1,300.00 by being able to go right into a pipe as far as drainage vs. putting in a catch basin.

Spencer Campus Parking

Director of Parks-Maintenance Travnicek reported the last two weeks the signs were installed, and he spent some time with the three homeowners who are affected by issues. He reported the homeowners said the signs made a difference. Director of Parks-Maintenance Travnicek reported one homeowners said things were ok, another homeowner said parking was a hassle at times, and now and then there would be garbage and litter, and another homeowner had pretty much a shopping list of garbage, speeding, people being rude and disrespectful. Director of Parks-Maintenance Travnicek reported he will be meeting with soccer tomorrow to go over field layouts, see if they are going to do anything different with scheduling, also ask them what they've been doing and what they plan on doing, because the season is going to be starting in August. Executive Director Lewis reported the road commissioner is waiting for us to see how many signs need to go up. Executive Director Lewis reported the signs in the park are working, but will they work again in the fall? Executive Director Lewis reported eventually we are going to have to find common ground, as he is not going to continue fielding phone calls. Executive Director Lewis reported they have been down this same path with Tyler Bentley, we will be meeting with them tomorrow and have some time to work with it.

**Committee &  
Staff Reports**

Director of Parks-Maintenance

Director of Parks-Maintenance Travnicek reported staff is doing a great job, we've also been helping the village with the concerts, and they will be helping us with Proud American Days. Director of Parks-Maintenance Travnicek reported now that we are starting to get some seasonal help, we are going to the parks and giving them a much need curb appeal.

**Recreation**

Asset of the Month, Special Recreation, Monthly Reports, Staff Reports, Monthly Financial Reports, Quarterly Attendance Report

Executive Director Lewis read aloud the Asset of the Month. Executive Director Lewis reported as a side note, between what we are doing Tuesday with the golf with the kids, the race with the chamber, Camp Wewannago, all the programs, everything we do has a lot of positive activity in the community. Executive Director Lewis reported they did award the engineering and oversight for the roadway to Tek3 at the last meeting, they had solicited bids from other firms in the area, but Tek3 is the same company that is doing the roadwork in the subdivision now, and they have done a lot of work with the village. Executive Director Lewis reported they are going through numbers and this is in the budget. Executive Director Lewis reported Frankfort Park District has a new director, Gina Hassert, she was the Director of Parks & Recreation at Hinsdale Park District and has reached out to meet with him next week. Executive Director Lewis noted they are in the process of going through the officers and committee assignments. Executive Director Lewis reported they are still vacant as far as the Mokena Park District goes, financially all systems are go. Executive Director Lewis reported in the special recreation world, in general a lot of districts are sticking their heads in the sand, that could create some problems, losing people & not being in compliance. Executive Director Lewis reported park parties are starting now, participant numbers are going up again, overall the entire operation is firing on all cylinders.

Proud American Days 2016 Presentation

Communications-Marketing Supervisor, Lauren Lotz presented a slide show recap regarding Proud American Days July 28 through July 31. Communications-Marketing Supervisor, Lauren Lotz reported Thursday, July 28<sup>th</sup> is the annual raffle with cash prize of \$5,000, call 815-485-8043 for tickets and the Adult Bean Bag Tournament, registration begins at 6:15 p.m. \$10.00 per person. Communications-Marketing Supervisor, Lauren Lotz report on Friday, July 29<sup>th</sup>, Special Needs Day event, by invitation only, call 815-922-4959 for details or to volunteer. Communications-Marketing Supervisor Lotz reported Saturday, July 30<sup>th</sup> will be the NL Fire Foundation controlled burn cook-off event beginning at 9:00 a.m., annual baby contest at 10:00

a.m. and a craft fair beginning at 10:00 a.m. Communications-Marketing Supervisor, Lauren Lotz reported Sunday, July 31st will be the Annual Military Tribute beginning at 11:00 a.m. for past and present military members, Classic car Show at noon and free live entertainment from 1:00 p.m. – 9:00 p.m. For further information please visit website [www.proudamericandays.org](http://www.proudamericandays.org). Communications-Marketing Supervisor Lotz thanked all of the sponsors.

Commissioner Schulz reported high numbers, last year Camp Wewannago ended with 313 participants, this year we are at 336, which employs almost 40 staff members to keep the 5:1 or 10:1 ratio depending on where they travel. Commissioner Schulz reported this is once again a big hit. Commissioner Schulz reported a new event “Party in the Park” 6:30-8:30 @ Wildwood Park, there will be a sundae bar to help celebrate national ice cream month, watermelon seed spitting contest, balloon toss and more, this will take place July 17<sup>th</sup> and registration is now being taken. The whole family is welcome

**Committee &  
Staff Reports:**

Director of Recreation

Director of Recreation Braglia reported the summer programs are up and running, splash pads are open so come out and get cool. Director of Recreation Braglia reported they are busy working on the Fall catalog too.

**Old Business**

Committee Assignments

President Fischer reported they will be leaving the assignments as is. President Fischer announced the 2015/2016 Officers as follows: President: Brian Fischer, Vice President: Ted Schulz, Secretary: Dale Larson, Treasurer: Garry Kraemer. President Fischer also announced all Committee Assignments as stated in Agenda Item IV-1.

**New Business**

Resolution #16-14 Authorizing the Execution of Lease Agreement with U.S. Bank Equipment Finance

Deputy Director of Executive Services Tuma reported it was decided the Cannon at the Lion’s Community Center needed to be replaced, so we have once again partnered up with Martin Whalen who has done all of our other copy machines, which is part of the umbrella that they are all incorporated with. It is a necessity and need, as that machine gets a lot of usage from our Kiddie Kampus program, from teachers and also with our ACES program. President Fischer asked if this was a 5 year lease. Attorney Vitiritti reported he has already read and prepared the resolution. Executive Director Lewis reported this is part of the learning curve with splitting the building up, the machine gets a lot of use, and it’s the only one left. Executive Director Lewis reported it’s actually a ½ year shy of getting the full use out of it. This is an old unit under the old umbrella and we will be getting a new beefier unit to go along with the other stuff. Commissioner Thomson asked how many providers we looked at for the leasing company? Deputy Director of Executive Services Tuma reported U.S. Bank is who Martin Whalen uses. Attorney Vitiritti also stated it’s the company Martin Whalen uses. Executive Director Lewis noted we really have no choice. Commissioner Thomson noted it seemed odd. Deputy Director of Executive Services Tuma reported she compared prices with our other provider when we did this before. Deputy Director of Executive Services Tuma reported Martin Whalen outbid our old provider. Executive Director Lewis reported it was huge when we moved, we did a RFP and looked at the entire system. Executive Director Lewis reported this is an add-on and wouldn’t look at the entire district until 2-5 years down the road. Commissioner Thomson stated he would assume as with any other asset you could go and get as many bids as you want, that you shouldn’t have to use their partner. Executive Director Lewis reported one thing we have gotten away from is the buy out because technology changes so much. Executive Director Lewis thought in the future they could farm different options, but we did this once before and ended up making more work for ourselves. President Fischer requested any questions or comments regarding this. Commissioner Thomson said “he guessed” he was ok with it. President Fischer asked if he was uncomfortable with it. Commissioner Thomson stated that if Deputy Director of Executive Service Tuma checked, he is ok with it. President Fischer requested a motion to approve

Resolution No. 16-14 Resolution Authorizing the Execution of Lease Agreement with U.S. Bank Equipment Finance. Motion made by Commissioner Kraemer, seconded by Commissioner Schultz. Upon a roll call, all were in favor and the motion passed unanimously.

Ordinance #16-06-01 An Ordinance on Prevailing Wages

Attorney Vitritti reported he drafted this ordinance, he did make some changes, if you look at the attachment, normally we have June prevailing wages attached for each year, but the most currently prevailing wages we have are for July 2015. Attorney Vitritti stated he is being told that they are not coming out with prevailing wages on a monthly basis anymore, they are doing it on an annual basis. Attorney Vitritti reported the prevailing wage rate for June won't come out until July 1st. Attorney Vitritti noted this provides for whatever the prevailing wages are at the time we entered into the contract so they will be adjusted no matter what. President Fischer requested any questions, concerns or comments for Attorney Vitritti. President Fischer requested a motion to approve Ordinance #16-06-01 An Ordinance on Prevailing Wages. Motion made by Commissioner Thomson, seconded by Commissioner Larson. Upon a roll call, all were in favor and the motion passed unanimously.

**Community Events**

President Fischer announced the upcoming events as follows:

**New Lenox Chamber of Commerce**

Business After Hours – Thursday, July 21<sup>st</sup> 5:00-7:00pm

Atrium Dental

1938 E. Lincoln Hwy, Suite 104, New Lenox, IL

**Business on the Move Luncheon**

Peak Performance for your Employees

Tuesday, July 12 – 11:30-1:00PM

Village Hall Community Room

1 Veterans Pkwy, New Lenox, IL

11:30-12:00pm: Registration/Networking

12:00-1:00pm: Lunch/Presentation

Fees/Admission: \$15.00 Chamber Members/\$20.00 Non-Chamber Members

Visit: [www.newlenoxchamber.com](http://www.newlenoxchamber.com) or call 815-485-4241 for full details

**Village of New Lenox**

Wednesday Night Movies – 8:30pm

New Lenox Commons

June 22<sup>nd</sup> – The Lego Movie, featuring activities by LEGOLAND Discovery Center at 7:30pm

June 29<sup>th</sup> – The SpongeBob Squarepants Movie: Sponge Out of Water

Sunday, June 26<sup>th</sup>

New Lenox Community Band Concert

New Lenox Commons

7:00pm

For full details, visit [www.newlenox.net](http://www.newlenox.net)

**Director/Commissioner  
Comments**

Executive Director Lewis commented with the passing of Bob Schaper feels it's a big loss to the community and the district as a whole. Bob and Lynn stepped up when Bob "Papa" passed away and kept the Mustangs going. Every December/January we had teams standing in front of us that were winning, showing off their trophies. The number of kids involved in the Mustangs program is unbelievable and reported there is some uncertainty with the program. Bob's forte was actually girls softball not football, but when the bell rang he stepped up. We are going to miss him as this is a big loss. This month there is a lot of activity, a lot of revenue coming in, closing out the year and getting May closed out all at the same time, Kathy, Karen and Business Services have their hands full, they did a great job getting it done and getting the numbers to us so we could move ahead with the business appropriations. He also commented the most recent repair job on 14 with

the maintenance guys at the golf course, there are a lot of challenges in every department, but when stuff like that happens, it seems like no matter what department we have here, the show must go on and it gets fixed.

Commissioner Schulz gave his condolences to the Schaper family & the Mustangs family. Commissioner Schulz commented he has two kids in the Junior Golf and wanted to say the golf course staff does an excellent job getting all the 300+ kids out there and to respect it, great job.

Commissioner Thomson commented with his theme of warm weather, the parks look outstanding, George and his staff are doing a great job. Commissioner Thomson commented he was at the golf course when someone was there coordinating an outing and said what a great golf course and staff we have. Commissioner Thomson commented whenever you pull into the golf course, the parking lot is always full, always active. People make the right choice to come to our golf course.

Commissioner Kraemer commented PAD is right around the corner, staff did a great job, thanks to all our sponsors, village volunteers and staff who work it, come out and enjoy it, it's a good event. Kudo to Doug and his staff, they fixed that green pretty quick.

Commissioner Larson commented he agreed with everyone.

President Fischer commented on the impact Bob Schaper made, it's important for his staff to keep the program running. He made lasting memories with all the kids, he was too young. Fishing Derby was June 4<sup>th</sup>, kudos to our department, PAD is the last weekend in July 28-31<sup>st</sup>, Military tribute is the 31<sup>st</sup>, getting bigger and bigger every year. Please come out and show your support.

Executive Director Lewis added, something that triggered with all the sporting events going on, for the community, he was approached, we have an email address, our website, to get in touch with us, we have rules and regulations in place, we are very conscientious our neighbors, feel free to let us know if there are issue, from time to time to get that win, to get that game in, coaches or associations will go outside of what the policy is thinking the game is the most important thing, but what is important is getting the kids involved in the activity. George and his crew do a great job of restoring order. Let us know if there are any issues so we can correct it, don't let it build up. Anyone who lives around any of our parks knows we are proactive and we try to either agree to disagree or work out the issues so it doesn't happen again.

## **Adjournment**

At approximately 7:17 p.m., President Fischer requested a motion to adjourn the June 15, 2016, Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,  
Rebecca Heckler, Recording Secretary