

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, May 15, 2013 at 6:03 pm in the Board Room of the Village Hall, New Lenox, IL.

GENERAL FUNCTIONS:

- Call to order** President Fischer called the May 15, 2013 meeting to order at approximately 6:03 pm.
- 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: Jansma, Kraemer, Larson and President Fischer.
- Also in Attendance** Communications/Marketing Supervisor Lauren Lotz, Recreation Supervisor Lea Pipiras, Director of Golf Bob Schulz, Parks-Maintenance Superintendent George Travnicek, Facilities Superintendent Mike Langlois, Executive Director Greg Lewis, Attorney Angelo Vitiritti, Accounting Supervisor Karen Acklin, Executive Assistant/Office Supervisor Jacque Tuma.
- Treasurer's Report** Commissioner Kraemer quoted the totals from the Treasurer's Report. President Fischer requested any questions or comments regarding the Treasurer's Report for April 30, 2013. Executive Director Lewis requested the report be tabled until next month as he would like to keep the year end adjustments consistent with the April Treasurer's Report in May as they were not able to put the accruals on this report. President Fischer requested a motion to table the Treasurer's Report until next month. Motion made by Commissioner Larson, seconded by Commissioner Jansma. Upon a voice vote, all were in favor and the motion passed unanimously.
- Payment of Bills** Commissioner Kraemer quoted totals from the Payment of Bills presented for April 30, 2013. Executive Director Lewis wanted to clarify that everyone received the May Invoices to be Approved in their packet. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for April 30, 2013. Motion made by Commissioner Jansma, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Consent Agendas** Approval of the Special Meeting Tri-Annual Minutes of April 1, 2013
Approval of the Special Meeting Golf Course Budget Workshop of April 1, 2013
Approval of the Regular Meeting Minutes of April 17, 2013
President Fischer requested any questions or comments on the Consent Agendas. Hearing none, President Fischer requested a motion to approve the Consent Agenda. Motion made by Commissioner Kramer and seconded by Commissioner Jansma. Upon a voice vote, all were in favor and the motion passed unanimously.
- Committee & Staff Reports** **Enterprise Golf Course**
Operation and Financial Reports Month to Date & Year to Date
Director of Golf Schulz explained photos presented in the slide show, amounts of water the golf course took on during the month of April. Director of Golf Schulz noted this has been one of the worst and violent storms he has witnessed in the nine years he has been with the Golf Course. Director of Golf Schulz noted the photo with the bridge on #6 which was supposed to help with floods, was actually inundated with water and much debris gathered around it. Director of Golf Schulz noted they were supposed to hold the MJGT but had to cancel. Director of Golf Schulz noted they lost a lot of revenue due to the flood and hopes to never see this type of flooding happen again. Director of Golf Schulz noted Golf Course Superintendent Eggert should have the final numbers and damage available next month. Director of Golf Schulz noted Facilities Superintendent Langlois filed a \$13,000 claim with FEMA but is not sure how much money they will get back. Director of Golf Schulz noted they are \$100,000 behind in revenue and only \$47,000 behind for the month. Director of Golf Schulz noted they had a good end of April as they were packed every day. Director of Golf Schulz noted they are doing the right things as golfers are golfing, he noted they are \$6,000 ahead of last May already. Executive Director Lewis noted the Golf Course was struck by lightning near the irrigation hubs in the wire going from Golf Course Superintendent Eggert's building to the tent. Director of Golf Schulz noted next month Golf Course Superintendent Eggert will be here with the numbers as far as the damage, Director of Golf noted the FEMA report was only for overtime and material, not loss of revenue. Executive Director Lewis noted we re-record all of this information for the audit so it is documented when these flood events happen.

*(Committee & Staff
Reports cont.)*

Proud American Days 2013-Update

Executive Director Lewis noted they are fine tuning the layout and next week they will be going out to the site and walk through the layout. Executive Director Lewis noted everything is coming together. Communications/Marketing Supervisor Lotz noted we are a little ahead of last year as far as sponsorships and noted a second mailing went out about a week ago and already has resulted in a few more sponsors coming in. Executive Director Lewis noted he and Facilities Superintendent Langlois met with Kozel Brothers and have the costs secured and noted it is just a matter of working on they layout. Executive Director Lewis noted the businesses in the area continue to work with us with the different events we put on. Executive Director Lewis noted by demand we have gone to a sand volleyball tournament being held at the Lion's Den this year instead of mud volleyball as we have received numerous calls regarding this.

Tentative Budget & Appropriation Ordinance #05-13-01-Status Update

Executive Director Lewis noted they had a workshop and will continue to have workshops tearing apart the different funds. Executive Director Lewis thought they were behind but noted they are catching up rapidly. Executive Director Lewis noted the last piece is to get the accruals done and close out this year not necessarily in the system, but on paper so we know what our beginning balances are. Executive Director Lewis noted the tax revenues are set and we have plenty of information with the projects, preliminary wise we have the funds balanced now so it's just a matter of tying up the projects that go with it. Executive Director Lewis noted he is hoping to give Attorney Vitoritti a rough draft so we can get the document together and move forward.

Finance/Human Resources Superintendent Update/Executive Director Assistant/Office Supervisor Update

President Fischer asked if there were any questions regarding the Finance/Human Resource Superintendent report. Executive Director Lewis noted staff has a lot to do with this, but noted we have been able to produce every Treasurer's Report with Finance/Human Resource Superintendent Lynch being out. Executive Director Lewis noted everyone is doing a great job. President Fischer asked if there were any questions regarding the Executive Assistant/Office Supervisor Report. President Fisher wanted to note staff does a lot of business at the front window and also noted the on-line registration is really taking off. Executive Director Lewis noted the next time you go into the building to take note of the new security cameras which have been installed at entrance C and the Foyer with a screen for the ladies at the front desk to see who is entering the building. Executive Director Lewis noted the cameras also record everything. Executive Directors Lewis noted our building is under the tightest lockdown we've ever had. Executive Director Lewis stated in the past we had glass between the customer and the front desk staff and now it is much more user friendly. Executive Director Lewis noted it has a lot to do with the personalities behind the counter and said this is food for thought for the new facility. Executive Assistant/Office Supervisor Tuma noted we have already received compliments from the patrons regarding the security cameras.

Administration

2013 Legislative Conference/Parks Day

President Fisher noted the Park District attending Parks Day on April 30th and May 1st down in Springfield, President Fisher noted the New Lenox Park District is very active and has participated in Parks Day for many years. President Fisher noted we keep the Park District in the forefront of the legislatives in Springfield resulting in helping us receive many grants. Executive Director Lewis noted through several photos we were in the center of the rotunda, we had IAPD on one side of us and noted we get top billing now. Executive Director Lewis noted we do a great display as far as everything the Park District offers. Executive Director Lewis stated this was probably the most successful and busiest we've ever been. Executive Director Lewis and Commissioner Larson stopped by the IDNR to see where they were at with Walker Country Estates and also stopped by to touch base with both our representatives and senators, not once but several times. Executive Director Lewis noted he, President Fisher and Commissioner Larson attended a couple of dinners with the senators and representative. Executive Director Lewis noted he cannot say enough about Peter Murphy and his staff, saying we get top billing and we get the grants. Executive Director

Lewis noted this is well worth the time and effort and feels they all took something away attending the conference.

Facilities/Planning

Development Project Updates

Parks Maintenance Superintendent Travnicek noted the Park District received the OSLAD Grant. Parks Maintenance Superintendent Travnicek noted next up is to work on construction documents and anticipates it going out to bid and being completed September 1st. Parks Maintenance Superintendents Travnicek noted as far as the associations, baseball moved the fence back on field #8 and the lighting is going in this week, the surround has been installed for the Porta John south of the pond over at Spencer Campus. Parks Maintenance Superintendent Travnicek noted the turf is being moved at Water Chase and Prairie Ridge. Parks Maintenance Superintendent Travnicek noted a 6 space parking lot is going in at Prairie Ridge and also noted there are a lot of possibilities over at Bristol Park. President Fisher asked Parks Maintenance Superintendent Travnicek about the gazebo possibility at Prairie Ridge. Parks Maintenance Superintendent Travnicek stated he would rather see a shelter be built than a gazebo because no one uses the gazebo except for the birds up on top. Parks Maintenance Superintendent Travnicek noted he still needs to get the pricing and once that is done, to get approval from the board. President Fisher also asked Parks Maintenance Superintendent Travnicek about the distance from the road to the park site. Executive Director Lewis noted this is similar to Taylor Glen where there are 2 subdivisions involved and in the next couple of months when the committee things will need to be hammered out with the banks and the developers. Executive Director Lewis noted this has a lot of potential and they are willing to work with us as they see the benefits of having a park site. Executive Director Lewis noted a lot has happened in the last 30 days and there is more to come. Executive Director Lewis noted the Village is going to look to review the 50% discount in November of this year and we need to pay attention to this. Executive Director Lewis was not sure if the land values were still at 110 per acre or not.

Long Range Capital Planning Workshops

Executive Director Lewis noted this is going to fall right into 50 and 51. Executive Director Lewis noted there is a sample and they continue to do the research and noted everything will come together with the budget appropriation.

Illinois Emergency Management Agency-Public Assistance Program: Flood Damage

Facilities Superintendent Langlois noted when the flood happened he went and submitted this after consulting with Parks Maintenance Superintendent Travnicek and Golf Course Superintendent Eggert to get ballpark figures on the damage. Facilities Superintendent Langlois noted the documents need to then go to Will County Emergency Management, then to the State who then declares us a disaster area and then to FEMA. Facilities Superintendent Langlois noted this will take some time but will keep the board up to date. Executive Director Lewis noted what Director of Golf Schulz reported earlier about when the golf course was built that all of the tees were out of the flood plain, but also with all of these floods, out water ways are changing. Executive Director Lewis noted we need to stay on top of this and also said that we flood and it caused a severe drop in revenue.

Planning Resources Inc.-Storm water Update

President Fisher noted PRI went to Washington to discuss storm water solutions. President Fisher noted Planning Resources is out there being proactive and trying to keep us up to date on what is going on in Congress regarding this. President Fisher noted this is just an FYI from Planning Resources to keep us updated on their efforts to go green.

Parks

Parks Maintenance Superintendent & Facility Superintendent

Parks Maintenance Superintendent Travnicek noted in regards to the flooding, we did quite well as 2 of our parks were under water; Ron Rob and R.S. Corcoran. Parks Maintenance Superintendent Travnicek noted we have more ash trees dying off due to the Emerald Ash Borer; he noted 140 acres were given a fertilizer or weed n feed application. Parks Maintenance Superintendent Travnicek noted we are starting to see turf build over at the Menard's site as that we put down April 1st. Parks Maintenance Superintendent Travnicek gave kudos to Ken & Jeff who stayed over

to cover the Touch a Truck & the Loyalty Day Parade. Parks Maintenance Superintendent Travnicek noted the volunteer groups are still coming in. Parks Maintenance Superintendent Travnicek also opening season for the associations went well and the new 4 row bleachers have arrived and are being put out at the park sites.

Facilities Superintendent Langlois noted the HVAC fences are in over at the LCC and look really nice, also the new partitions in ladies washrooms are complete. Facilities Superintendent Langlois noted as far as Proud American Days, he met with the police department and worked on a security schedule as it has changed a little because of the site. Facilities Superintendent Langlois noted the percentages for the associations and also stated there are still openings available for picnic rentals.

Recreation

Assets of the Month ("I might be little, but I can do big things")

Executive Director Lewis read the Asset of the Month aloud.

Special Recreation

Monthly Reports, Staff Reports, Monthly Financial Reports, FY 2013-2014 Budget Progress Reports

Executive Director Lewis noted from the meeting yesterday, the reports are pretty exclusive. Executive Director Lewis noted one board members concern about asking the Executive Director to include in her report the many other things she covers outside of LWSRA. Executive Director Lewis noted their recreation program just like ours is through the roof. Executive Director Lewis noted the budget for the year they are over in expenses about the same as they brought in as revenue which is a good thing. Executive Director Lewis noted the only other concern is they have a van issue and the transportation fund is lagging behind and noted they need to improve the schedules and turnover of those vehicles if they are going to put those kind of miles on them. Executive Director Lewis noted the buses they buy are not cheap are very lucky Representative Kosel has secured grants to help pay for them. Executive Director Lewis noted the budget it getting an overhaul as we speak, they have done a better job of detailing it out and itemizing areas and noted we are forcing the issue and not going to pass it until we get the information we want. Executive Director Lewis noted we've identified 5 funds yesterday and said you will see a change as we move forward but are probably a couple of months away. Executive Director Lewis noted we have the building going up on one hand and an overhaul of the system in the other.

PARC GRANT/LWSRA Facility Construction Update, Fund 27 (Updating Format for Budget), Project Construction Update/Schedule, Homeowner's Letter/Concerns Update

Executive Director Lewis noted he was at the site yesterday and said the footings were going in and all the testing of the footing came back good. Executive Director Lewis noted the contingency fund they put into place is intact and they have used very little of that at this point. Executive Director Lewis noted the project is almost on time with the weather we are caught up and doing real well with the budget. Executive Director Lewis noted we have contingencies in place and have added some of the alternates back in but had to let staff know alternatives not recommended by Oliveri aren't going to be approved until they can get a handle on getting the other services balanced. Executive Director Lewis noted to move the entrance road over 10 feet at this point was roughly \$100,000 and voted not do it, but to spend the money on working with the homeowner on whatever they can do to buffer the property. Executive Director Lewis noted the pluses and minus would have made issues with the drop off area which is critical with the participants because none of them can drive and then it becomes an issue as well as the budget being an issue. Executive Director Lewis noted Oliveri and LWSRA have a meeting with the homeowner to go over concerns and address the issues. Executive Director Lewis noted the trailer is on site and will be giving hard hats and glasses to all of the commissioners so at any point in time they can check in at the trailer and walk the site. Executive Director Lewis noted the ground breaking went well.

Recreation Superintendent Update

Recreation Supervisor Pipiras noted the Kidsellabration Garage Sale will be held at Lincoln Way Central on the track Saturday, May 18th from 1:00-4:00 p.m., our annual Fishing Derby will be held at Hibernia Park on Saturday, June 1st from 9:30 to 10:30 a.m., Hibernia Park will be open

Memorial Day weekend, the hours of operation are Saturday, May 25th & 26th from 11:00 to 4:00 pm, Monday, May 27th from 11:00 to 3:00pm, then daily beginning June 1st.

**Annual
Reorganization of
the Board**

Oath of Office

Attorney Vittori swore in returning Commissioner Jansma and newly elected Commissioner Schulz.

Temporary Chairman-Current Presiding Officer

President Fisher requested a motion to appoint Brian Fisher as Temporary Chairman of the Park District Board. Motion made by Commissioner Larson seconded by Commissioner Kraemer. Upon voice vote all were in favor and the motion passed unanimously.

Election of Officers

President Fischer opened the nomination for the position of President. Commissioner Jansma nominated President Fischer. Hearing no other nominations, President Fischer requested a motion to approve President Fischer as President of the board. Upon a voice vote, all were in favor and the nomination passed unanimously.

President Fischer opened the nomination for the position of Vice President. Commissioner Kraemer nominated Commissioner Jansma. Hearing no other nominations for Vice-President, President Fischer requested a motion to approve Commissioner Jansma as Vice-President of the board. Upon a voice vote, all were in favor and the nomination passed unanimously.

President Fischer opened the nomination for the position of Secretary. Commissioner Jansma nominated Commissioner Larson. Hearing no other nominations for Secretary, President Fischer requested a motion to approve Commissioner Larson as Secretary of the board. Upon a voice vote, all were in favor and the nomination passed unanimously.

President Fischer opened the nomination for the position of Treasurer. Commissioner Larson nominated Commissioner Kraemer. Hearing no other nominations for Treasurer, President Fischer requested a motion to approve Commissioner Kraemer as Treasurer of the board. Upon a voice vote, all were in favor and the nomination passed unanimously.

Service Recognition to the New Lenox Community Park District-Eric Krumreich

Communications/Marketing Supervisor Lotz read aloud the Service Recognition. Commissioner Krumreich was not present to receive the Service Recognition. President Fisher noted Commissioner Krumreich did a great job over the last 8 years; he was instrumental in bringing the golf course back to the district. President Fisher thanked Commissioner Krumreich and hopes to be able to get together at a later date.

Committee Assignments

President Fischer noted he will talk with the commissioner throughout the month and at our next meeting will hand out the Committee Assignments.

Appointment of Legal Counsel

President Fisher noted only change is the hourly rate from 150.00 to 165.00 per hour. President Fisher requested a motion to approve legal counsel Hiskes Dillner O'Donnell Marovich & Lapp, Ltd. Motion made by Commissioner Larson and seconded by Commissioner Jansma. Upon a roll call, all were in favor and the motion passed unanimously.

Old Business

Resolution #12-05 Resolution Authorizing the Execution of the OSLAD/LWCF Project Application

President Fischer confirmed with Executive Director Lewis this allows The New Lenox Community Park District to take the Walker Park Concept down State. President Fischer requested any questions or comments regarding the Resolution #12-05. Hearing none, President Fischer requested a motion to approved Resolution #12-05 Resolution Authorizing the Execution of the OSLAD/LWCF Project Application. Motion made by Commissioner Kraemer, seconded by Commissioner Krumreich. Upon roll call vote, all were in favor and the motion passed unanimously.

New Business

Resolution #13-22 Resolution Authorizing the Execution of Before and After School Enrichment Program Agreement by and Between the Park District and School District 122

Executive Director Lewis noted this has been updated with the Spencer campus language. Executive Director Lewis noted communication is at an all time high and the school district has already approved this for tonight but just waiting for our approval. President Fischer requested any other questions or comments. President Fisher requested a motion to approve Resolution #13-22 Resolution Authorizing the Execution of Before and After School Enrichment Program Agreement By and Between the Park District and School District 122. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

Resolution #13-23 Resolution Authorizing the Execution of Audit with Mulcahy, Pauritsch, Salvador & Co., Ltd

Executive Director Lewis noted this is another 3 year contract and said we normally do price checks, but feels we are not in a position to change at this point. Executive Director Lewis noted they are up to speed with the LWSRA project. Executive Director Lewis noted they are very good, get back to us when we call them, and they said we are one of the easiest audits to do because we have everything ready for them and the file are clean. President Fisher requested a motion to approve Resolution #13-23 Resolution Authorizing the Execution of Audit with Mulcahy, Pauritsch, Salvador & Co., Ltd. Motion made by Commissioner Jansma, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

Resolution #13-24 Resolution of the New Lenox Community Park District Honoring Dr. Lawrence A. Wyllie, Superintendent, Lincoln-Way High School District #210 For 24 Years Of Service To The Lincoln Way Community

Communications/Marketing Supervisor Lotz read aloud the resolution. President Fisher congratulated Dr. Wyllie. Executive Director Lewis noted we are going to invite Dr. Wyllie to our next meeting and present him with the resolution. Executive Director Lewis stated he cannot say enough about Dr. Wyllie and how he as all the entities working together. President Fischer requested any questions or comments. President Fisher requested a motion to approve Resolution #13-24 Resolution of the New Lenox Community Park District Honoring Dr. Lawrence A. Wyllie, Superintendent, Lincoln-Way High School District #210 For 24 Years Of Service To The Lincoln Way Community. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

Community Events

President Fisher noted the upcoming events are as follows:

Chamber of Commerce

Thursday, June 6

New Lenox Chamber of Commerce and New Lenox Community Park District “Chasing the Sun”
5k and 8k Race

Location: New Lenox Commons

7:00pm

Tuesday, June 11

Business After Hours – Tom Kelly’s Chophouse & Pub

Location: 495 DeGroate Road, New Lenox

Time: 5:00 – 7:00 p.m.

Thursday, June 13

Countryview Royal Meadows Grand Opening

Wednesday, August 7

Chamber Golf Outing

Location: The Sanctuary Golf Course

New Lenox Friends of the Parks

WE INVITE YOU TO MAKE A DIFFERENCE!

Please contact 815-462-2564 or via email at newlenoxfriendsofparks@gmail.com

- Executive Director Lewis noted tonight is about the board and congratulated Commissioner Jansma on his reelection and newly elected Commissioner Schulz as this is a volunteer position and said everyone does a great job and feels Ted is going to jump on board and do the same and looks forward to working with the whole group. He thanked the Commissioners for running.
- Commissioner Larson thanked Jacque, Lauren & Shirley for Park Day and all they work they do down there, he thanks Bob & Doug for all of their work at the golf course and getting it back up and running so fast. Commissioner Larson also thanked the volunteers for coming out and working at the park sites.
- Commissioner Kraemer welcomed Ted and thanked Bob, Doug and the golf course staff for getting the course back up and running; Commissioner Kraemer noted how great the recreation numbers are thanked the staff; Commissioner Kraemer also thank George and his staff.
- Commissioner Jansma thanked the staff again for a great job, Commissioner Jansma noted how busy the front desk is taking registrations; Commissioner Jansma noted how great the pars all look; thanked Commissioner Krumreich for the great job he has done over the year and welcomed Commissioner Schulz.
- Commissioner Schulz wanted to thank everyone for welcoming him; he has lots to learn and looks forward to working with everyone.
- President Fischer would like to thank Commissioner Krumreich for his 8 years of service, congratulations to Commissioner Jansma on his reelection. President Fisher welcomed Commissioner Schulz and also thanked Dr. Wyllie and that if it wasn't for him, we would be out of business. President Fisher hopes to be able to personally thank him at the next meeting.

Adjournment

At approximately 7:20p.m. President Fischer requested a motion to adjourn the May 15, 2013 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