

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, October 18, 2017 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 October 18, 2017 meeting to order at approximately 6:00 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, Larson, Schulz, Thomson, and President Fischer.

**Also in Attendance** Executive Director Greg Lewis, Director of Recreation Lea Pipiras, Parks-Maintenance Foreman Ken Stevens, Director of Golf Bob Schulz, Director of Business Services Kathy Lynch, Business Services Supervisor Karen Acklin, Attorney Angelo Vitiritti, Deputy Director of Recreation Jason Braglia 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 September 30, 2017. President Fischer requested any questions or comments regarding the Monthly Treasurer's Report for September 30, 2017. Hearing no questions or comments, President Fischer requested a motion to approve the Treasurer's Report as presented for September 30, 2017. Motion made by Commissioner Larson, seconded by Commissioner Schulz. 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 September 30, 2017. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for September 30, 2017. Motion made by Commissioner Thomson, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Special Guests** Fiscal Year 2016-2017 Audit Presentation  
Mr. Ed McCormick appeared before the Board and presented a Fiscal Year 2016-2017 Audit Presentation. Mr. McCormick stated he is presenting a 129-page comprehensive annual report. Mr. McCormick explained the report states the audit evidence obtained is sufficient to provide the basis for the auditors opinions, which the auditors do feel that everything is appropriate to the statements themselves. Mr. McCormick also reported the Park Districts assets exceed their liabilities by almost 24 million dollars which is a great sign, along with having an increase from last year. The golf course also had an increase this year of \$227,000. Mr. McCormick added the Park Districts outstanding general obligation debt of \$180,000 will be repaid at the end of December 2017. This time next year, the Park District will be debt free. Mr. McCormick stated revenues were a little over budget but expenditures were 12% under budget. Last year, just under \$700,000 was spent on governmental capital outlay but still ended up with a net decrease of more than \$1,000. Mr. McCormick reported the golf course still has an unrestricted deficit but from an operation state point the golf course brought in \$165,000. Commissioner Thomson noted in the report it states no significant difficulties were encountered and asked if there was in fact any difficulties. Mr. McCormick stated this audit went very smooth and the overall audit process went very well and thanked Director of Business Services Kathy Lynch and her team for all their efforts. President Fischer stated for the last 8 years the Park District has received the Award for Excellence in Financial

Reporting and it is due to the comprehensive financial audit. President Fischer requested any questions or comments. Mr. McCormick thanked everyone for the opportunity to present his presentation in front of the Board.

PAD 2017 Partner Organizations Check Presentation

Deputy Director of Recreation Jason Braglia recognized the PAD partners and presented their checks for their support and help with the 2017 Proud American Days Festival. BMO Harris Bank did not have a representative at the meeting. Deputy Director of Recreation Jason Braglia presented a check to Jim Werner from the Knights of Columbus Council #10926, Sherrill Lange from the Lincoln-Way Central Music Boosters, Jeff Boubelik, Jim Stevenson, Abby Billips and Lana Graser from the Lincolnway Special Recreation Association, New Lenox Friends of the Parks and Marie and David Wheeler from the New Lenox Lions Club. The checks presented totaled \$3,605.

The University of Chicago Medicine Comer Children's – Thank You Letter

Director of Recreation Lea Pipiras reported this is a letter from the ACES fundraiser from spring of last year. Recreation Supervisor Kelly Molloy thought it would be important to show the children how significant it is to give back to other children. The ACES families were able to collect over 300 toys to donate to area hospitals.

Freedom Park Dedicates September 11<sup>th</sup> Memorial on Patriot Day – Press Release

Deputy Director of Recreation Jason Braglia reported on September 11, 2017 there was a Freedom Park rededication ceremony for the September 11<sup>th</sup> Memorial which was spear-headed by Brett Hyink who is an Eagle Scout candidate with Troup 49, along with some help from Park-Maintenance Director George Travnicsek and his staff. Executive Director Greg Lewis and President Fischer presented Brett and his family with a plaque which honors Brett Hyink for his hard work on this project.

**Consent Agenda**

Approval of Regular Board Meeting Minutes of September 20, 2017

President Fischer requested any questions or comments on the Consent Agenda. Hearing none; President Fischer requested a motion to approve the Consent Agenda as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

**Committee & Staff Reports**

Business Services

Fiscal Year 2016-2017 Audit

President Fischer requested a motion to approve the Fiscal Year 2016-2017 Audit as presented. Motion made by Commissioner Thomson, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.

Facilities/Planning

Commissioner Thomson reported fall preparations are underway. Speed bumps were installed at the Lions Community Center to provide additional safety for the children and their families. Commissioner Thomson stated he asked Director of Recreation Lea Pipiras to chart the banquets revenue on a year to year comparable, month to month and on a year to date basis. The revenue is not too far off from last year and does show a lot of activity this year.

## **Golf Course**

### *Golf Course*

Commissioner Kraemer reported the golf course is in good shape and the high school teams have finished their season. Commissioner Kraemer reported the Chili Open sold out in 30 minutes. Director of Golf Bob Schulz congratulated both the boys and girls LincolnWay Central golf teams. For the first time, both teams made it to State.

## **Parks/Development**

### *Development Project*

Commissioner Larson reported the access paths at Spencer Campus are complete. Commissioner Larson added the Park District is working with the School District to complete a path from Rachel Ridge Subdivision to the Spencer Campus. Commissioner Larson noted the Village Engineers reported we are getting closer to the title for the Water Chase Subdivision. Commissioner Larson added the documents for girls softball came in but we are still having trouble with other associations not turning in their full rosters. Commissioner Larson added several projects have been completed at the 701 W. Haven location. The concrete slab has been extended, a bench has been added and the Village completed a water purification project to filter the water runoff from the parking lots which should in turn clear up the water in the pond located in the Commons. Commissioner Larson also reported the Park District shored up the banks by the bridge at Walona Park and fortified the fishing station at Freedom Park. Commissioner Larson reported fall turf applications are on their way and everyone is getting ready for winter. Parks-Maintenance Foreman Ken Stevens reported the concrete pad at Stonebridge Park has been repaired.

### *Prairie Ridge North*

Executive Director Greg Lewis reported the board packet included a proposal which suggests to take all cash and use the cash to finish the park site at Prairie Ridge. Executive Director Greg Lewis stated the park site includes a gazebo, an open space to be used for soccer, along with installing a playground at some point, which is budgeted in our long term plan. Executive Director Greg Lewis stated the contribution in total is 1.6 acres which is roughly \$180,000.

## **Recreation**

### *Asset of the Month – Integrity & Honesty*

Executive Director Greg Lewis read the Asset of the Month, “Integrity is telling myself the truth. And honesty is telling the truth to other people.” – Spencer Johnson.

### *Special Recreation*

#### *Monthly Reports, Staff Report, Monthly Financial Reports*

Executive Director Lewis reported Lincolnway Special Recreation is getting prepared to start their audit on October 24<sup>th</sup> and October 25<sup>th</sup>, Trunk or Treat will be held on October 28<sup>th</sup> and a drama performance on November 17<sup>th</sup> and November 18<sup>th</sup>. Executive Director Lewis presented a video highlighting moments at LWSRA. Executive Director Lewis reported Mokena Park District presented the Lincolnway Special Recreation Association with a check for \$25,000 to be used towards the playground which brings the total up to over \$100,000. Executive Director Lewis stated the park is around 2 years out. After the developer from the Heather Glen subdivision builds a couple more houses, he will be responsible for removing the rest of the dirt pile. Executive Director Lewis reported the LWSRA is also in the process of renewing their PDRMA health plan. The LWSRA along with the Park District has had a 4% increase which has held steady for several years which has stabilized their health benefits for their employees.

Proud of American Days

Executive Director Lewis reported Proud American Days had an overall loss of this year. Expenses were held down overall but the revenue did not come in, even though beer ticket prices were increased this year which helped offset some costs. Executive Director Lewis stated all of our Supervisors are hourly so we had to pay out overtime, which also contributed to the loss along with bringing in more popular bands. Executive Director Lewis added there will be a meeting with the Directors tomorrow to see where we should go with the festival. Executive Director Lewis stated we received more donations this year than ever before. President Fischer stated besides the golf course, Proud American Days is our biggest program and in terms of costs, we do want our programs to break even. Commissioner Larson suggested adding a survey in our catalog to get ideas from the residents on things they like and do not like about the festival. Director of Recreation Lea Pipiras reported it would be too late to add a survey in our Winter/Spring Catalog but we could look into using Survey Monkey to gather data.

Commissioner Schulz reported registration is being taken for Fall Family Sunday Fun Day on Sunday, November 5<sup>th</sup> from 2:30 p.m. – 4:00 p.m. the fee is \$8.00 and will be held at the Lions Community Center. Also, the Gobbler Gauntlet 5k will be held on Saturday, November 18<sup>th</sup> at Sanctuary Golf Course. The race begins at 8:00 a.m. and costs \$30.00 per person by November 15<sup>th</sup> and \$40.00 per person after the deadline, walk-up registration will be excepted. Director of Recreation Lea Pipiras reported the childrens basketball league registration is doing well with 611 kids registered. Director of Recreation Lea Pipiras thanked the schools for allowing us to use their facilities.

**New Business**

Resolution #17-23 Credentials Certificate - Annual Delegates to the Business Meeting of the IAPD

President Fischer stated the Delegate will be Executive Director Greg Lewis, 1<sup>st</sup> Alternate will be Vice President Ted Schulz and 2<sup>nd</sup> Alternate will be President Brian Fischer. President Fischer requested a motion to approve the Resolution #17-23 as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Thomson. Upon a voice vote, all were in favor and the motion passed unanimously.

Public Notice: Annual Posting of Regular Park Board Meetings

President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Public Notice: Annual Posting of Regular Park Board Meetings as presented. Motion made by Commissioner Schulz, seconded by Commissioner Thomson. Upon a voice vote, all were in favor and the motion passed unanimously.

Annual Renewal of the General Liability Insurance

President Fischer stated he met with Executive Director Lewis and Director of Business Services Kathy Lynch who has taken it upon herself for the last few months to go through our current insurance policy. President Fischer stated they have decided to stay with IPARKS which will save the Park District a lot of money. Executive Director Lewis added in the packet there is a break down which shows the reduction goes from \$94,431 to \$54,450 which is a \$39,981 savings. Executive Director Lewis stated the commitment is to hold steady for three years unless an issue happens. The policy will still be renewed every year but IPARKS is committing they will hold the rate. Executive Director Lewis added if we have to opt out of the contract, we will need to give them a 90-day notice. Commissioner Thomson asked President Fischer if we can still consider re-evaluating to

look for better opportunities next year. Hearing no questions or comments, President Fischer requested a motion to approve the renewal of the General Liability Insurance with the current carrier. Motion made by Commissioner Kraemer, seconded by Commissioner Thomson. Upon a roll call vote, all were in favor and the motion passed unanimously.

*PDRMA 2018 Health Plan Selection Form (NLCPD)*

Executive Director Lewis stated for the last couple of years our healthcare with PDRMA has been stable. This year, we budgeted for a 10% increase but the increase turned out to be only 4%. Executive Director Lewis stated the PDRMA plan goes by the calendar year and not the fiscal year. If there are any issues with them, we would have to start with the budget process and we would then be tied to them this time next year and we would have to pay up to that point, then we would be able to opt out. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the PDRMA 2018 Health Plan Selection Form. Motion made by Commissioner Schulz, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Community Events New Lenox Chamber of Commerce  
Bags & Beer**

Wednesdays from 7:00 p.m. – 10:00 p.m. at the American Legion Post 1977. \$5.00 entry fee for the bean bag tournament.

**Free n' Fun Bar Bingo**

Wednesdays from 6:00 p.m. – 10:00 p.m. at the American Legion Post 1977. Cash jackpots and nightly prizes.

**Halloween Fest**

Saturday, October 28<sup>th</sup> from 1:30 p.m. – 3:30 p.m. at The Village Commons. Trunk-or-Treat, pumpkin decorating contest, Halloween surprise egg hunt and costume contests.

**Ghouls and Golf**

Sunday, October 29<sup>th</sup> from 11:00 a.m. – 4:00 p.m. at New Lenox Public Library. Play mini golf at the library with other fun games, candy and giveaways.

**New Lenox Lions Club Breakfast with Santa**

Sunday, December 3<sup>rd</sup> from 8:00 a.m. – 12:00 p.m. at Lincoln Way West High School. Come out to enjoy a wonderful pancake, egg, and sausage breakfast made by the New Lenox Lions Club. Have your picture taken with Santa; children's games, enter the raffles for toys.

**New Lenox Scouts Food Drive**

On Sunday, November 12, 2017 the New Lenox Scouts will be conducting their 15<sup>th</sup> Annual Food Drive to support three local food pantries. On the weekend of November 4<sup>th</sup>, the Scouts will be distributing 12,000 brown grocery bags on the front doors of New Lenox residents. The Scouts are requesting non-perishable, non-expired food donations. The Scouts have a goal of collecting over 50,000 food items. Please consider giving what you can to help the Scouts and your fellow residents.

**Director/  
Commissioner  
Comments**

Commissioner Larson thanked all the staff along with fellow commissioners for all their hard work and stated it is really impressive how everyone works so well together.

Commissioner Kraemer thanked the St. Jude Knights of Columbus for donating the food and beverages for the LWSRA sports banquet. Commissioner Kraemer noted the golf course was saturated with rain water and thanked Director of Golf Bob Schulz and his staff for all their hard work clearing it out. Commissioner Kraemer also thanked all the PAD partners for getting involved.

Commissioner Thomson thanked everyone in the Park District for their hard work and stated our community truly benefits from it.

Commissioner Schulz thanked the Recreation Department for organizing this years basketball leagues and a great job to all the staff.

President Fischer stated the audit goes so well because of all of the staff's hard work and he is proud to be a commissioner.

**Adjournment**

At approximately 7:26 p.m., President Fischer requested a motion to adjourn the October 18, 2017 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,  
Lori Mennite, Recording Secretary