

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, March 20, 2013 at 6:00 pm in the Board Room of the Village Hall, New Lenox, IL.

### **GENERAL FUNCTIONS:**

- Call to order** President Fischer called the March 20, 2013 meeting to order at approximately 6:00 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: Kraemer, Jansma, Krumreich.
- Also in Attendance** Communications/Marketing Supervisor Lauren Lotz, Recreation Superintendent Shirley Braglia, 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 totals from the Treasurer's Report of February 28, 2013. President Fischer requested any questions or comments. President Fischer requested a motion to approve the Treasurer's Report as presented for February 28, 2013. Motion made by Commissioner Jansma, seconded by Commissioner Krumreich. Upon roll call vote, all were in favor and the motion passed unanimously.
- Payment of Bills** Commissioner Kraemer quoted totals from the Payment of Bills presented February 28, 2013. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for February 28, 2013. Motion made by Commissioner Krumreich, seconded by Commissioner Jansma. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Communications** *Veterans Memorial Trail – 127<sup>th</sup> Street to Route 6, Will County Forest Preserve District*  
President Fischer noted a letter from the Forest Preserve District of Will County announcing two public informational/open house meetings for the Veterans Memorial Trail. The purpose of the meetings is to solicit public opinion regarding the information presented. These meetings will be held on Monday, March 18<sup>th</sup> and 19<sup>th</sup> in Lockport and Lemont, respectively.  
*IAPD DVD, A Proud Past...A Promising Future, summarizes the history of IAPD's Core Service/Established in 1928-85 years of service*  
Executive Director Lewis noted this 28 minute DVD from IAPD summarizes their history of core service areas and was created to share with Board Members regarding its historic effort that went into creating important grant programs such as OSLAD, etc. Executive Assistant/Office Supervisor Tuma shared the DVD with Channel 6 for cable television for viewing over the weekend.  
*Will/South Cook Soil & Water Conservation District 213 Soil & Water Conservation Award*  
President Fischer noted a letter from Will South Cook Soil & Water Conservation District congratulating Parks-Maintenance Superintendent Travnicek on being selected to receive the 2013 Sol & Water Conservation Stewardship Award as a result of his efforts in which a portion of the channel will have reduced bank erosion and reduced flooding. Executive Director Lewis noted Parks-Maintenance Superintendent Travnicek spearheaded this project.  
*IAPD Legislative Update*  
President Fischer noted 2 emails regarding IAPD Legislative Updates with regard to bonding projects which are costly and moving forward, which is a good example of us communicating with our legislators.  
*IPRF Safety & Education Grant Awarded*  
President Fischer noted a letter from IPRF regarding an Approved IPRF Safety & Educational Grant. Executive Director Lewis stated this money will be used for the ID system for NLCPD employees and adding more security cameras.
- Consent Agendas** *Approval of the Regular Meeting Minutes of February 20, 2013*  
President Fischer requested any questions or comments on the Consent Agendas. Hearing none, President Fischer requested a motion to approve the Consent Agendas. Motion made by Commissioner Kraemer 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 noted they are currently accepting junior leagues/junior lessons; spring rates begin Good Friday, March 29<sup>th</sup>; still doing winter golf until then. All perm tee-times have been sold for 2013 and two new groups have come in to replace the two that left. The weather was not quite as nice this year as yeast year however; they did manage to get some winter golf in. The front foyer is completed and the carpets have been cleaned.

*Golf Course Capital Equipment Lease – 5 Year Plan*

President Fischer noted handouts regarding the Golf Course Capital Equipment Lease – 5 year plan. Executive Director Lewis stated there will be a workshop on April 11<sup>th</sup> to discuss purchasing of new equipment over the next 5 years.

*Proud American Days 2013- License Agreement with Menards; Press Release*

President Fischer noted receipt of a letter from Menard, Inc. with a fully-executed lease agreement for use of the Menards property in New Lenox for Proud American Days 2013 from July 25<sup>th</sup> to July 28<sup>th</sup>. Executive Director Lewis noted this is the only site left where we can hold this festival. Communications/Marketing Supervisor Lotz noted a press release regarding the new location stating “Despite Construction...The Show Will Go On!” and added we are still looking for sponsorships.

**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. President Fischer asked if there were any questions regarding the Executive Assistant/Office Supervisor Report. Executive Assistant/Office Supervisor Tuma noted one of the FOI’s came from the Illinois Department of Labor regarding certified payroll and going forward, we have put language into the document indicating certified payroll checks will not be released until we do so that we are compliant.

**Facilities/Planning**

*Development Projects Update*

Parks Maintenance Superintendent Travnicek noted all of the Association projects were approved with NLSD 122 except for the portable lights at Spencer Campus. Executive Director Lewis stated he feels there is an advantage to having the history of these projects and status on the Development & Projects Update Spreadsheet for a period of time. Parks Maintenance Superintendent Travnicek added there has been no word with regard to the Walk Park OSLAD Application, but is hopeful there will be at Parks Day.

*Speer Financial Meeting, April 12<sup>th</sup>, Long Range Capital Planning*

Executive Director Lewis stated the Future Election Dates handout is just an “FYI” to the Board regarding long term capital planning; the first meeting is April 9<sup>th</sup>, 2013. President Fischer added there will be several workshops and it’s going to be getting busier.

*Lincoln-Way Community High School District 210, General Information 2012-2013*

President Fischer noted a handout regarding general information from Lincoln Way Community High School District 210. Executive Director Lewis pointed out the last page showing New Construction Estimates for the Village of New Lenox and how it is growing.

**Parks**

*Tri Annual Agenda, April 1st*

Parks-Maintenance Superintendent Travnicek stated the meeting will be held April 1<sup>st</sup> at 6:30 pm at Lions Community Center, door A. He noted there will be discussion regarding the ADA regulations in addition to encouraging the schools to be compliant as well, bleachers safety inspections, the various Associations, Port a John projects, and field maintenance.

**Parks Maintenance Superintendent & Facility Superintendent**

Parks-Maintenance Superintendent Travnicek stated the plug has been pulled at Haines Park for the skating area due to quality of skating ice. He noted the staff has been busy and pointed out a correction from last month's board meeting whereas the ACTUAL pricing for Beary Landscaping's bid pricing is \$15.56 an acre. Facilities Superintendent Langlois stated work done at the Sanctuary including new trim in the lobby, foyer and hallway, the ansul system has been tested and the carpet has been shampooed. He also noted he has been working on the 2013-14 budget as well as the ADA report being reviewed and updated.

**Recreation**

Assets of the Month: Positive Values/Equality & Social Justice ("It makes me feel good when I give to those who are in need.")

Executive Director Lewis read the Asset Quote of the Month aloud.

Asset Celebration Overview

Communications/Marketing Supervisor Lotz stated the 20<sup>th</sup> Annual Team Asset Celebration was held on Saturday March 9<sup>th</sup>, 2013 and it was a huge success again this year adding the outpouring of contributions they received was stellar as usual. She added special thanks to all of the schools and organizations that came out and helped with decorating.

**Special Recreation**

Monthly Reports, Staff Reports, Monthly Financial Reports

PARC Grant/LWSRA Facility Contraction Update

Executive Director Lewis noted the monthly reports seem to be going smoothly; he noted the two classrooms seem to be working well. Executive Director Lewis noted the budget has some overages right now but revenues should hopefully offset the shortfalls. Executive Director Lewis noted Fund 27 to help show the project and next Fiscal Year they will be broken down even more. Executive Director Lewis noted the entire project budget summary provided by Olivieri Brothers. Executive Director Lewis noted any change orders above 10K has to be approved by IDNR; there has already been a few change orders; but overall so far so good. Construction meeting has taken place with the Village. Executive Director Lewis noted General Obligation Bonds has been the biggest item this past month; the opinion is to separate the total proportionally to each district's EAV to the LWSRA. Executive Director Lewis went into detail how the bonds could affect the debt margin of the district.

**Recreation Superintendent Update**

Recreation Superintendent Braglia stated we are moving the Kinderplus program to Spencer Trail Kindergarten using 2 classrooms enabling us to take care of the Kindergarten children before and after school going forward utilizing the ACES program as well. In addition, Kiddie Kampus is moving to the Lions Community Center from the Lincolnway Transportation Center. Registration begins June 3<sup>rd</sup> for Kinderplus and ACES. Also be on the lookout of the new Summer catalog as an insert in the April 4<sup>th</sup> edition of the New Lenox Patriot newspaper.

**New Business**

Resolution #13-02 Authorizing the execution of Lease with Wells Fargo Financial

President Fischer noted this resolution will be tabled until the Golf Course Workshop to be held April 11<sup>th</sup>, 2013.

**Community Events**

**Martin J. Larson Foundation**

April 13, 2013

Chicago Divas Live with special guest comedian and hypnotist, Flip Orley at Mojoe's, 22 West Cass Street in Joliet. \$20.00 ticket for ages 21 and over. Doors open at 7 pm. For more information please contact Mark Sagan at 815-791-8352.

**New Lenox Chamber of Commerce**

Tuesday, April 9

Business on the Move – Luncheon program

11:30 check in and networking/ 12:00 Luncheon / program

Wednesday, April 17

Business After Hours – hosted by McCabe Insurance Agency and MVP Chiropractic  
Location: 313 and 315 W Maple Street, New Lenox from 5:00-7:00 pm

**New Lenox Library District**

Free Tax Assistance for Seniors

120 Veterans Parkway in Meeting Room A, every Friday from now through April 12<sup>th</sup>. Visit [www.newlenoxlibrary.org](http://www.newlenoxlibrary.org) or call 815-485-2605 for details.

**Commissioner &  
Director Comments**

- Executive Director Lewis recognized the Recreation employee of the month for February as Barbara Kobleck. He also congratulated the LWSRA who sent 40 athletes who qualified to a state basketball tournament and took home bronze medals and silver medals. He also congratulated Communications/Marketing Supervisor Lotz on a job well done with the Team Asset Celebration.
- Commissioner Jansma thanked the staff for a great job and is looking forward to spring outdoor activities.
- Commissioner Krumreich reiterated Commissioner Jansma's thoughts as well as wished good luck to Commissioner Jansma in the upcoming elections.
- Commissioner Kraemer commended the ACES program and the relationship with the schools, adding the staff is doing a great job. Kudos to the Golf Course and also, Good Luck to Commissioner Jansma on the upcoming election.
- President Fischer gave thanks to Communications/Marketing Supervisor Lotz on a job well done with the Team Asset Celebration, thanked Pam for the grant for the ID system; wished Commissioner Krumreich well and thanked him for a great job as he is retiring; He also wished Good Luck to Commissioner Jansma in the upcoming election.

**Adjournment**

At approximately 7:07 p.m. President Fischer requested a motion to adjourn the March 20, 2013 Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Jansma, seconded Commissioner Kraemer. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,  
Janet Frigo  
Recording Secretary