

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, August 21, 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 August 21, 2013 meeting to order at approximately 6:10 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, Schulz and President Fischer.
- Also in Attendance** Communications/Marketing Supervisor Lauren Lotz, Recreation Supervisor Olga Viano, Director of Golf Bob Schulz, Parks-Maintenance Superintendent George Travnicek, Facilities Superintendent Mike Langlois, Executive Director Greg Lewis, Accounting Supervisor Karen Acklin, Executive Assistant/Office Supervisor Jacque Tuma.
- Treasurer's Report** Commissioner Kraemer quoted the totals from the Treasurer's Report. Executive Director Lewis noted a clarification in the treasurer's report showing a deficit in an investment, but it's actually an account that sweeps from the money market, and presented to the bank, but has not yet caught up. President Fischer requested any questions or comments regarding the Treasurer's Report for July 31, 2013. Hearing none, President Fischer requested a motion to approve the Treasurer's Report as presented for July 31, 2013. Motion made by Commissioner Jansma, 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 presented for July 31, 2013. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for July 31, 2013. Motion made by Commissioner Jansma, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Communications** National Recreation and Park Association (NRPA) and the Arthritis Foundation Grant in the Amount of \$4,000
Communications/Marketing Supervisor Lotz read presented a memorandum from the NRPA congratulating the NLCPD being granted a \$4,000 grant used to implement exercise programs for arthritis, at no cost and including tool kits. She stated we are very fortunate to receive this and offered Kudos to Recreation Supervisor Kathy Claver on this.
Target Grant in the Amount of \$2,000 for the Famous Author Night Back To School Program
Recreation Supervisor Viano noted a grant in the amount of \$2,000 received from Target for Famous Author Night – Back to School coordinated by Recreation Supervisor Jean Petrow.
Mr. Michael Ferreira-Countryview/Royal Meadows Skate Park
President Fischer noted a letter received from Michael Ferreira proposing a name change or memorial in Countryview/Royal Meadows Skate Park to honor his grandfather who was very active in the community. The letter is being forwarded to the Parks Committee.
IAPD/IPRA Legislative Awareness Golf Outing Thank You
President Fischer noted a letter from IAPD thanking Executive Director Lewis for the donation of a golf basket contributed as a door prize and assisting in making the 36th Annual IAPD/IPRA Legislative Awareness Golf Outing a tremendous success.
IPARKS 2012 Annual Report
President Fischer noted a letter from Larry DeGraaf, IPARKS 2012 Board Chair regarding the IPARKS 2012 Annual Report. The full report can be found on their website at www.iparks.org.
- Consent Agenda** Approval of the Special Meeting Budget Workshop of July 31, 2013
Approval of the Regular Meeting Minutes of July 17, 2013
President Fischer requested any questions or comments on the Consent Agenda. Hearing none, President Fischer requested a motion to approve the Consent Agendas. Motion made by Commissioner Kraemer and seconded by Commissioner Larson. 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 stated they have had a great August so far and the deck is getting a lot of use. The golf course needs rain, but he prefers it at night so as to not disrupt any golf activity. The junior league had 1,801 rounds of golf played during the league season, up from 1,750 rounds last year. They had over 600 total juniors participate in the league and lesson programs. The high schools start on August 14th for the 2013 season, all matches have been scheduled. Golf and Fish sign up starts September 3rd at 5:30 a.m. at the club house and registration fills up fast. The event will be held on Sunday, September 29th.

Proud American Days 2013 Recap/2014 Planning

Communications/Marketing Supervisor Lotz noted a press release dated August 9, 2013 stating the new venue was successful and not a hindrance to years past. The new location made extra parking available and there was a great show of attendance. Revenue was up, but so were expenses due to the change of location. The only negative feedback was about wristband night and the long lines – and noted a possibility of a “mega-pass” for 2014. We will be requesting the same location for next year and expect the earliest answer not before January 1, 2014 from Menards.

**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. He then asked if there were any questions regarding the Executive Assistant/Office Supervisor Report, hearing none.

Administration

IAPD/IPRA 1st Annual Legislative Awareness Picnic Invite

President Fischer noted an invitation to the 1st Annual IAPD/IPRA Legislative Awareness Picnic to be held Saturday, September 7, 2013 from 10:00 am to 3:00 pm at the Joliet Park Districts Inwood park located at 3200 West Jefferson, Joliet, IL to enjoy a FREE old fashioned family picnic with food, games and fun filled activities. Registration can be done online at www.ilparks.org or call 217-523-4554.

Facilities/Planning

Development Projects Update

Parks-Maintenance Superintendent Travnicek reviewed the Development & Projects Update for August 2013. With regard to parks; Heather Glen/LWSRA Parc Grant – as we move forward, updates will be included within the LWSRA Special Recreation Monthly Report.

Walker Country Estates Park Development Update

Parks-Maintenance Superintendent Travnicek Walker Park OSLAD Grant \$287,500 construction documents are being created at this time. Darrell Garrison from Planning Resources will attend our board meeting with updates. Our district will need to decide whether or not to use a recirculating system or drain to waste for 1,200 sq. ft. splash pad. A recirculating system costs at least \$90,000 more vs. drain to waste system; Future/Undeveloped Park Sites: Prairie Ridge – is not yet started but the site is looking good, still to be installed is the 22 ft. treated lumber octagon gazebo and ADA drinking fountain.

Leigh Creek South Development (Hartz Development West of Heather Glen)

Parks-Maintenance Superintendent Travnicek noted a letter from Hartz including a copy of the revised Concept plan showing the 5 acre park site. This will add additional acreage to Heather Glen park site.

Bristol Park Development

Parks-Maintenance Superintendent Travnicek Bristol Park – a letter received from DR Horton states the Village Board approved the amended annexation agreement and plat for Bristol Park. This letter solidified the agreement.

**Facilities/Planning
(cont'd)**

Board Consensus to Seek a Referendum for Capital Development Projects on the March 2014 Election, Premised on Maintaining the Tax Rate

Commissioner Larson noted the upcoming referendum in March, 2015 stating if the referendum is passed, this will allow the NLCPD assistance in creating new parks, new softball fields, etc. without any tax increase; this will be a re-allocation of funds due to retirement of the old golf course debt and also requested that everyone get out and register to vote as the past elections have shown percentage of registered voters is down. Commissioner Kraemer supports the referendum; Commissioner Larson agreed as well as Commissioner Jansma and Commissioner Schulz.

Parks

Tri-Annual Meeting Re-Cap

Parks-Maintenance Superintendent Travnicek reviewed the Tri-Annual meeting from August 5, 2013; NLBA Baseball enjoyed a good spring and have 170 players for fall, down from last year; Marty McGreal (president for the last 6 years) is stepping down at the end of the year; NLGSA Girls Softball: 200 players this fall (strong numbers) as last fall had 220 players (record number); NL Mustang Football: 49th year and will have 300+ players with 155 cheerleaders. Their season began August 17th at home; Coaches are being certified and trained in CPR and concussion awareness; NLYFA: Almost 500 players and cheerleaders this fall; season began August 18th playing at LWW and LWC; using same concussion protocol as high schools. Darin Grove (president) is stepping down at the end of the year; NLSA Soccer: 640 players in rec and competitive; Season starts end of August; Background checks for volunteers/coaches done online vs. paperwork; Coaches are being trained/ instructed by ATI on proper stretching and learning about concussions from experts at Rush.

Parks-Maintenance Superintendent & Facility Superintendent

Parks-Maintenance Superintendent Travnicek offered Kudos to staff and volunteers for all of their hard work in setting up and taking down/cleanup from PAD 2013; In addition, last week over 40 volunteers predominately from Hickory Creek Church in Frankfort spent several hours helping our staff install safety playground mulch at Nelson Campus, whereas the maintenance of these 2 playgrounds is shared with School District 122. With regard to Associations, Parks-Maintenance Superintendent Travnicek noted the re-cap from the Tri-Annual meeting held on August 5th.

Facilities Superintendent Langlois stated the roof project at LCC is almost complete; FEMA forms have been completed and submitted for flood reimbursement; it was a GREAT year at the new location for Proud American Days and everyone did a great job; He spoke to Menards in regard to next year's fair and was told they will have an answer on or around January 1, 2014; Next years dates for PAD will be July 24-27, 2014; a final copy of the fall Field Allocations are in the board information packet; as in the past the associations will be receiving weekly updates on skip days so we will not have any conflict with school activities; Banquets and programing made for a very busy month and picnics are still going strong.

Recreation

Asset of the Month – Commitment to Learning/Achievement

"I know the difference between right and wrong and will do what's right!"

Executive Director Lewis read the Asset of the Month aloud.

Special Recreation

Monthly Reports, Staff Reports, Monthly Financial Reports, FY 2013-2014 Budget, Special Event – Wheelchair Basketball Game on Fri., September 6th

Executive Director Lewis noted very detailed reports and a series of meetings with senators and representatives looking into the future to add a position as director of transportation. Executive Director Lewis also noted on Friday September 6, 2013 there will be an event with the LWSRA Rolling Falcons versus Illinois State Rep. Anthony Deluca and Friends in a game of Wheelchair Basketball to be held at Lincolnway Central High School at 6:30 p.m. The cost is free.

PARC Grant/LWSRA Facility Construction Update, Fund 27, Project Construction Update/Schedule

Executive Director Lewis stated as of December 31, 2013, Lana Graser is retiring. Executive Director Lewis noted all of the reports are straight forward.

Recreation Superintendent Update

Recreation Supervisor Viano noted there are currently 331 students in the ACES program as of today. After three months of preparation, our new website went live on August 1st as Recreation Supervisor Pipiras and Recreation Superintendent Braglia spent much time developing all of the data for the site. Please visit it at www.newlenoxparks.org.

New Business

Resolution #13-25 Approving Fencing Services with Fence Connection, Inc.

President Fischer requested a motion to approve Resolution #13-25 Approving Fencing Services with Fence Connection, Inc. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon roll call vote, all were in favor and the motion passed unanimously.

Resolution #13-26 Approving Security Alarm Services Contract with Andromeda

President Fischer requested a motion to approve Resolution #13-26 Approving Security Alarm Services Contract with Andromeda. Motion made by Commissioner Larson, seconded by Commissioner Schulz. Upon roll call vote, all were in favor and the motion passed unanimously.

Resolution #13-27 Approving Sound System Services Contract with Plus One AV

President Fischer requested a motion to approve Resolution #13-27 Approving Sound System Services Contract with Plus One AV. Motion made by Commissioner Jansma, seconded by Commissioner Kraemer. Upon roll call vote, all were in favor and the motion passed unanimously.

Resolution #13-28 Approving Mass Notification Services Contract with Renaissance Communication

President Fischer requested a motion to approve Resolution #13-28 Approving Mass Notification Services Contract with Renaissance Communication. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon roll call vote, all were in favor and the motion passed unanimously.

Resolution #13-29 Approving Closed Circuit TV Services Contract with Advanced Wiring Solutions

President Fischer requested a motion to approve Resolution #13-29 Approving Closed Circuit TV Services Contract with Advanced Wiring Solutions. Motion made by Commissioner Schulz, seconded by Commissioner Jansma. Upon roll call vote, all were in favor and the motion passed unanimously.

Resolution #13-30 Authorizing the Execution of Lease with Pitney Bowes

President Fischer requested a motion to approve Resolution #13-29 Authorizing the Execution of Lease with Pitney Bowes. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon roll call vote, all were in favor and the motion passed unanimously.

Ordinance #13-08-01 An Ordinance Declaring Currently Owned Property as Surplus and Authorizing its Disposal

President Fischer requested a motion to approve Ordinance #13-08-01 An Ordinance Declaring Currently Owned Property as Surplus and Authorizing its Disposal. Motion made by Commissioner Jansma, seconded by Commissioner Schulz. Upon roll call vote, all were in favor and the motion passed unanimously.

Community Events

President Fisher noted the upcoming events are as follows:

New Lenox Chamber of Commerce

Tuesday September 10

Business on the Move Luncheon/Program

11:30 a.m. Check in and networking / 12:00 noon – Luncheon/Program

September 16-20

Chamber of Commerce Week

Thursday September 19

Business After Hours – Hosted by Bath Fitter in Mokena

5:00-7:00 pm

Contact the New Lenox Chamber at 815-485-4241 for full details

Village Of New Lenox

Friday August 23

Ladies Night Out at the Movies

4:00 pm – 8:00 pm / Admission: Free

Location: Commons Area

Shop over 45 vendor booths, enjoy complimentary mini massages and purchase taste samples from Aged to Perfection and Taste of JH Sweis!

8:00 pm Movie – “Mamma Mia”

Friday September 13

New Lenox Village Hall and New Lenox Library

New Lenox ShareFest Job and Resource Fair

9:00 am – 2:00 pm

Sunday September 22

Guys Night Out at The Commons

6:00 pm / Admission: Free

Sunday Night Football in the Commons

Grab a Brat – Grab a Beer – Grab a Team for Bags & Grab the Game on the Big Screen!

Game Time: 7:30 pm

Lions Club

Wednesday September 25

Dinner – Benefits of Volunteering

6:30 pm at the Lions Community Center / NLCPD

Contact Steve at 815-693-0818 for further information

**Commissioner &
Director Comments**

- Executive Director Lewis announced the July employee of the month title goes to all of the Early Risers/Night Owls and Camp Wewannago Staff as he was very impressed by the amazing cooperation and professionalism they exhibited all summer long.
- Commissioner Jansma thanked the staff for a great job and thanked everyone for their hard work in obtaining the many grants we are receiving.
- Commissioner Schulz was very impressed by the staff at PAD and also encourages the public to check out the new website.
- Commissioner Kraemer thanked the staff and everyone for how well PAD was done this year.
- Commissioner Larson echoed Executive Director Lewis’ and all of the others with compliments Parks-Maintenance Superintendent Travnicek regarding ADA, etc.; thanked everyone for a job well done at PAD; and thanked Bob Schulz for a great job at the Golf Outing.
- President Fischer agreed with all the other commissioners and thanked everyone as well as Parks-Maintenance Superintendent Travnicek on his ADA accomplishments.

Adjournment

At approximately 7:16p.m. President Fischer requested a motion to adjourn the August 21, 2013 Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Kraemer, seconded by Commissioner Jansma. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Janet Frigo
Recording Secretary