

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, September 18, 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 September 18, 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: Jansma, Kraemer, Larson, Schulz and President Fischer.
- 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, Attorney Angelo Vitiritti, Executive Director Greg Lewis, Finance/Human Resources Superintendent Kathy Lynch, 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 August 31, 2013. Hearing none, President Fischer requested a motion to approve the Treasurer's Report as presented for August 31, 2013. Motion made by Commissioner Larson, seconded by Commissioner Jansma. 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 August 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 August 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.
- Consent Agenda** Approval of the Special Meeting Tri-Annual Meeting Minutes of August 5, 2013
Approval of the Special Meeting Workshop Meeting of August 21, 2013
Approval of the Regular Meeting Minutes of August 21, 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 August was a great month so far and if not for the heat, it would have been even better. The new special "\$30 Thursdays" is a big hit and filling up Thursdays after the ladies leagues in the morning. Mokena Lions Club will not be returning to Thursdays next year. Golf and Fish sold out in less than 3 hours which is a new record. New tee signs are being installed next month to replace the outdated ones on the tee boxes. Cart fleet is holding up very well, as they will be a year old in October. High schools have been out in full force and the season really gets going in September. The staff is doing a great job and since we are entering the fall, we are starting to cut back based on weather as well as Fall rates being based on weather. October 1st is the first day for Chili Open registration.
Proud American Days 2013 Recap/2014 Planning
Executive Director Lewis stated expenses for 2014 planning are up a little due to infrastructure such as the mobile office, etc. as well as In Kind donations and sponsorships are down a little more than in years past but overall still a basic success. The changeover went pretty flawless; PAD 2013 went well and we had good weather. We will have to wait until January 21st for an answer regarding next year from Menards. He noted if Menards starts to build, we may have one year where we are out. The PAD Partners will attend the October Board meeting with their presentation.

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. Finance/Human Resources Superintendent Lynch noted there will be an audit presentation in October. He then asked if there were any questions regarding the Executive Assistant/Office Supervisor Report, hearing none.

Administration

Recreation Supervisor Position/Lisa Durcan Resignation Letter

President Fischer noted a letter of resignation from Lisa Durcan due to a change in her current family situation. Executive Director Lewis stated Lisa did a great job, although short lived but must leave due to family obligations and we wish her all the best.

Facilities/Planning

Development Projects Update

Walker Country Estates Park Development Update

Parks-Maintenance Superintendent Travnicek reviewed Project Schedule sheet. He stated Walker Park ADA fishing pier will have a bid going out in the next couple of weeks with the bid opening on October 14, 2013 and will be able to make a recommendation at the October Board meeting. With regard to the park construction documents; due to the splash pad, things have moved back a bit so the actual overall park bid will be advertised January 21, 2014 with bid opening February 6, 2014.

Update on the Referendum for Capital Development Projects on the March 2014 Election, Premised on Maintaining the Tax Rate

Executive Director Lewis stated we continue to hone in our information and gather facts, as we have prepared a "suggested" Q&A handout for the general public. He stated a recap as follows: The Golf course will be paid off in 2015 and the Park District would like to maintain the tax rate at current (.07) of the .29; 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. He added the Front Line staff are now voting registrars/able to register the public to vote

Parks-Maintenance Superintendent & Facility Superintendent

Parks-Maintenance Superintendent Travnicek stated routine park maintenance continues with a good portion of time spent by staff lining soccer/tackle and flag football fields; due to the lack of rain and above average temps, the turf has not needed to be mowed every week; however staff has been weed treating playgrounds for weeks. This winter we will go out to bid for the contracted mowing as our 3 year contract ends this fall with Beary Landscape; Staff has also built new planter boxes at the LCC and Schoolhouse Manor park as well as a new park name sign at LCC; A new scoreboard was installed at the north flag football field @ Walker Park matching the south field scoreboard; Lion's Den Park had some repairs of loose asphalt and resurfacing and also will be color coated after at least 30 days of curing time; Hibernia Park, being one of the busiest parks as well as one of the most vandalized in recent years, has recently had installed surveillance cameras with related lighting which will help deter vandalism. All associations are underway with their summer/fall season; ADA asphalt paths and viewing pads continue to be installed at Bentley/Tyler for Rebels Baseball allowing for accessibility to the numerous fields; NLYFA has stated their relationship with the 4H Board has become strained with a recent horse show that was held on their practice fields when other areas were available; Soccer once again is asking for portable lighting at the Spencer Campus complex for use during their summer/fall season.

Facilities Superintendent Langlois stated rooms 2, 3 4 at the LCC have been stripped and waxed; the roof is just about complete and the contractor did a great job; carpeting has been shampooed; all fire extinguishers have been serviced; Insurance renewal will occur in November; Construction has started on the NLPD; we are keeping lose contact with the village and the general contractor; All FEMA reports are in from the flood damage and have been in contact with IEMA in regard to reimbursement; An insurance claim for the pump at Hibernia will be covered with the exception of the tanks.

Recreation

Asset of the Month – Commitment to Learning/Reading for Pleasure

“Doing my homework is necessary to keep me learning and growing.”

Executive Director Lewis read the Asset of the Month aloud.

Special Recreation

Monthly Reports, Staff Reports, Monthly Financial Reports, FY 2013-2014 Personnel Recommendations, LWSRA New Position – Facility Foreman

Executive Director Lewis noted very detailed reports and stated there has been a lot of activity and special Olympics wheelchair basketball was phenomenal and a great experience. Commissioner Larson added while at the IAPD picnic, everyone was in wheelchairs to experience the same feeling. Executive Director Lewis stated with regard to the Treasurer’s Report, they have it down to an art form now and are getting ready for audit. Accountants will work with staff to complete.

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

Executive Director Lewis stated over the course of the last several months, the Board has directed that new funds be established to better track revenues as well as expenses and simplify the monthly treasurer’s report to make it easier for the staff, board and public to get a better picture of where the association stands financially at the end of each month. Several personnel recommendations have been presented to the Board in the last couple of months. As the budget was being revised, based on a SRA salary survey, the decision will allow the new Executive Director time to review and/or make recommendations to the Board for the next fiscal year.

Recreation Superintendent Update

Recreation Superintendent Braglia noted there are currently 431 students in the ACES program as of today which is 100 more than we had just a month ago and the relationship we have with District 122 and the KinderPlus program is wonderful. Flag football has 421 participants and is just shy of 100 volunteer coaches for the 2013 season opener. Recreation Superintendent Braglia also wished Lisa Durcan much luck in her new role as a “stay at home Mom”.

Community Events

President Fisher noted the upcoming events are as follows:

New Lenox Chamber of Commerce

Tuesday October 1

Business on the Move Luncheon/Program

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

Thursday, October 17

Business After Hours – Hosted by Marquette Bank

5:00-7:00 pm

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

Village Of New Lenox

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

New Lenox Public Library

September 24 at 6:00 pm

DREAM INTERPRETATION

Join Sharon Stankus, certified teacher of Dream Interpretation as she presents the five steps you can use to interpret your dreams

October 3, 2013 beginning at 5:30 pm

ANTIQUES: TRASH OR TREASURE?

Do you think you have an item worth a lot of money? Rex Newell, an antique appraiser will come to give you an estimate on your treasure (or is it trash?).

Saturday, October 12, 2013 at 1:00 pm

TNT PARANORMAL INVESTIGATORS

TNT Paranormal Investigators will visit the library to talk in depth about how their equipment, skills and talents play into their real live ghost hunting. Sing up soon; spaces will fill up quickly!

For more information on any of these library programs, contact Adult Services at 815-485-2605.

VFW

Wednesday October 9, 2013

Dinner – All; you can eat Fundraiser for Schmul School

Benefits of the New Lenox Area Historical Society

4:00 pm to 8:00 pm

**Commissioner &
Director Comments**

- Executive Director Lewis announced the August employee of the month title goes to all of the Camp Sunshine Staff for their hard work and dedication all summer long; To the Village, thank you to the Mayor regarding parking on Manor Drive; Thank you to Parks-Maintenance Superintendent Travnicek for hard work and success on projects at the playgrounds and Cherry Hill.
- Commissioner Kraemer congratulated all staff in how they interact with the Village and working together; it saves a lot of money ; as for the referendum, this is for everyone, not just the kids and brings a lot of opportunities.
- Commissioner Jansma thanked the staff for a great job and added all of our parks are beautiful.
- Commissioner Schulz noted a great job by all staff and is amazed by how much work goes into all of it.
- Commissioner Larson stated we have the finest staff in Illinois, kudos on our tree nursery; and complimented all of the Associations working together.
- President Fischer bid farewell and good luck to Lisa Durcan; He added kudos to the volunteer groups using programs and to all of the staff.

Adjournment

At approximately 6:55p.m. President Fischer requested a motion to adjourn the September 18, 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,
Janet Frigo
Recording Secretary