

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, January 15, 2014 at 6:00 pm in the Board Room of the Village Hall, New Lenox, IL.

## **GENERAL FUNCTIONS:**

- Call to order** President Fischer called the January 15, 2014 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, Schulz and President Fischer.
- Also in Attendance** Communications/Marketing Supervisor Lauren Lotz, Recreation Supervisor Lea Pipiras, Director of Golf Bob Schulz, Parks-Maintenance Foreman Matt Prynne, Facilities Superintendent Mike Langlois, Attorney Angelo Vitiritti, 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 December 31, 2013. Hearing none, President Fischer requested a motion to approve the Treasurer's Report as presented for December 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 December 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 December 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** Illinois Association of Park District 2013 Highlight's  
President Fischer noted the letter from the IAPD President regarding the 2013 accomplishments. President Fischer highlighted the passage of Senate Bill 1637, which provides a major benefit to member agencies by allowing them to access 50% of OSLAD grant funds at the time the grant is awarded with the remainder distributed quarterly on a reimbursement basis. In the past the park district had to front 100% of the money, build out and then request reimbursement. President Fischer also noted the annual conference will take place again in Chicago at the end of the month. President Fischer noted some of our board members and staff will be going. President Fischer noted it is a good time to network with other park districts who attend. President Fischer also noted our park district is head and shoulders above anybody else. Commissioner Kraemer noted the all the seminars that staff attend helps them with their jobs.
- Consent Agenda** Approval of the Regular Meeting Minutes of December 18, 2013  
President Fischer requested any questions or comments on the Consent Agenda. Hearing none, President Fischer requested a motion to approve the Consent Agenda. 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 the Penguin Open will be held February 1<sup>st</sup> @ 10:00 a.m., the cost is \$40.00 which includes lunch and prizes. Director of Golf Schulz noted this is a fun event and is played in any condition. Director of Golf Schulz noted Lindsey Carlson has been with the club for 9 seasons, but has accepted a job elsewhere and noted she will be sadly missed.
- Proud American Days 2014 Planning  
Facilities Superintendent Langlois noted on January 6<sup>th</sup> he received the good news from Menard's Corporation they are giving us permission to use their site again this year. Facilities Superintendent Langlois noted it will be at the same location next to Wal-Mart. Facilities Superintendent Langlois noted he has several contracts signed already, but were waiting on the final word from Menard's. Facilities Superintendent Langlois noted Proud American Days will be held July 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup>.

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

President Fischer asked if there were any questions regarding the updates. Hearing none, he asked Executive Assistant/Office Supervisor Tuma to talk about voter registration. Executive Assistant/Office Supervisor Tuma noted last week there were 3 patrons who registered to vote at the LWW this past week. Executive Assistant/Office Supervisor Tuma reminded everyone of the extended hours at the LCC, M-W-F 9-5, T-TH 9-7, LWW 11:30-4:30 during the basketball games. Two forms of ID are required. President Fischer noted part of our goal is to register people to vote. President Fischer noted the Village of New Lenox for the 4<sup>th</sup> year in a row cut the developer donations by 50% which helps bring development here in town, however, it does hurt us with being able to build parks. President Fischer noted we do support the Village and what they are trying to do to spur development.

**Administration**

*Parks-Maintenance Labor I – Mr. Eddie Olivero*

Parks-Maintenance Supervisor Prynne introduced Eddie Olivero who joined the staff in the summer during PAD and is now a full-time employee. Eddie came from the New Lenox Township, he proved himself during the last 6 months to definitely be an asset to our department. Parks-Maintenance Supervisor Prynne said we are glad to have him part of our department. President Fischer congratulated Eddie and everyone present applauded him.

**Facilities/Planning**

*Development Projects Update*

Parks-Maintenance Supervisor Prynne noted advertising will be going out for Walker Country Estates Park on January 21<sup>st</sup>, the bid opening will be February 6<sup>th</sup> and on February 19<sup>th</sup> the bid will be awarded. Parks-Maintenance Supervisor Prynne said the status of everything else is unchanged. President Fischer asked about the gazebo at Prairie Ridge. Parks-Maintenance Supervisor Prynne noted they stopped work and have not done anything since.

*March 2014 Referendum Update*

Communications/Marketing Supervisor Lotz noted the park district announced at last month's board meeting they will be going to referendum March 18<sup>th</sup> of this year. Communications/Marketing Supervisor Lotz noted both the park board and staff have been meeting with various community groups in order to get the information out to the public so that everyone knows exactly what is going on. Communications/Marketing Supervisor Lotz noted the graph that was displayed and explained what the goal of the referendum is. Communications/Marketing Supervisor Lotz noted we are going to be meeting with community groups and continue meeting with the groups because we feel knowledge is power. Communications/Marketing Supervisor Lotz noted we want to make sure if anyone has any questions or comments that they really understand where we are going with this referendum. Communications/Marketing Supervisor Lotz noted we look for the communities support for this referendum to pass and we do also hope if anyone has any questions, comments or concerns, to please go to our website for detailed information or give one of our staff members a call at 815-485-3584. Executive Assistant/Office Supervisor Tuma noted on February 6<sup>th</sup> – February 28<sup>th</sup> M-F, 8:40 to 4:30 residents can go in person for absentee voting at the Will County Clerk's Office located at 302 N. Chicago Street, Joliet or call 815-740-4632 if you have questions. Executive Assistant/Office Supervisor Tuma noted you must live in the city, village or township limits to vote and you must present a valid government issued photo id. Executive Assistant/Office Supervisor Tuma noted they are closed February 12<sup>th</sup> and February 17<sup>th</sup>. Communications/Marketing Supervisor Lotz noted there are several marketing pieces at the LCC and want to let the public and the 62,000 residents we serve, know this is in their best interest and want to keep them informed. President Fischer wanted to clarify, we are retiring old debt and bringing on new debt, and want to maintain the current tax rate. President Fischer asked the public to contact the park district if you any questions. President Fischer noted the question on the ballot is going to be confusing.

### **Parks-Maintenance Superintendent & Facility Superintendent**

Parks-Maintenance Supervisor Prynn wanted to give kudos to staff as they were operating the last 3 weeks at 50%, even with all the snow they were able to keep the lots and walks at 7 sites clean. Parks-Maintenance Supervisor Prynn noted there was a drastic decline of vandalism in 2013, we only had 4 reports vs. 19 in 2012. Parks-Maintenance Supervisor Prynn noted we are also going to bid for portable toilets and mowing. Parks-Maintenance Supervisor Prynn noted all associations have paid their 50% portion of the ADA improvements. President Fischer noted all the great work they did making ADA improvements.

Facilities Superintendent Langlois noted everyone did a great job shoveling and salting. Facilities Superintendent Langlois noted the restoration at the golf course is finished with regard to the flood damage. Facilities Superintendent Langlois noted the tile will be finished tomorrow. Facilities Superintendent Langlois noted he is still monitoring fuel prices for 2014. Facilities Superintendent Langlois noted church has given him a prediction their building will be completed February 2<sup>nd</sup> which will be their last day after 19 years. Facilities Superintendent Langlois noted they cancelled for the first time in 19 years due to the severe weather. Facilities Superintendent Langlois noted we are accepting picnic permits and there is plenty of interest.

### **Recreation**

#### Asset of the Month – Support/Positive Adult Relationships

*“I receive encouragement and support from adults both at school and in my neighborhood.”*

Communications/Marketing Supervisor Lotz read the Asset of the Month aloud.

### **Special Recreation**

#### Monthly Reports, Staff Reports, Monthly Financial Reports, Updates on Position – Recreation Superintendent: Currently taking Applications

President Fischer noted there are no new surprises. President Fischer noted as for the Recreation Superintendent position they have narrowed it down to 3 applicants. President Fischer noted the process is going well and it shouldn't be much longer before they make a decision.

#### PARC Grant/LWSRA Facility Construction Update, Fund 27, Project Construction Update/Schedule, PARC Grant Audit-50% Completion Reimbursement

President Fischer noted the Grand Opening will possibly be in April. President Fischer noted this building is going to really be a great addition to our park system as the building will be used to take care of people with disabilities from the surrounding districts. President Fischer noted we received the check for the 50% completion reimbursement. Executive Office/Assistant Tuma noted the check will come in as revenue and be expensed out. President Fischer noted Keith Wallace has been doing a great job since taking over Lana's job. President Fischer noted they are looking forward to the building to be up and running.

### **Recreation Superintendent Update**

Recreation Supervisor Pipiras wanted to thank the past runners from the November race, the park district was able to raise \$600.00 worth of food for the food pantry. Recreation Supervisor Pipiras noted there are 484 participants in the basketball program which helped to bring in 100 volunteer coaches and people who work in the concession stand. Recreation Supervisor Pipiras wanted to thank the volunteers who step up every year. President Fischer added what would the park district be without the volunteers.

**New Business**

*Executive Session Minutes Released June '13-November '13 Including Previously Withheld Minutes*

President Fischer requested any questions or comments regarding the Executive Session Minutes Released June '13-November '13 including previously withheld minutes. Hearing none, President Fischer requested a Motion to Approve Executive Session Minutes Released June '13-November '13 Including Previously Withheld Minutes. Motion made by Commissioner Kraemer, seconded by Commissioner Jansma. Upon a voice 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 January 28

Annual; Dinner Celebration

American Legion Post 1977

6:00 pm Networking, Open Bar & Dinner

7:30 pm Program

For further information, please contact the Chamber at 815-485-4241

**Commissioner &  
Director Comments**

- Communications/Marketing Supervisor Lotz stated there is no employee of the month as they are in the works on revamping the employee of the month program. Communications/Marketing Supervisor Lotz noted they are looking into additional ways to recognize a larger amount of our staff members.
- Commissioner Jansma wanted to thank everyone for a great job and wanted to stress even though the outdoor programs aren't going on, there are still indoor programs going on. Commissioner Jansma also noted the Penguin Open on February 1<sup>st</sup>, rain, snow or shine. Commissioner Jansma also wanted to make the public aware to look online for programs, registering online or going to the Community Center.
- Commissioner Schulz wanted to thank the staff for a great job. Commissioner Schulz wanted to thank Parks-Maintenance Superintendent Travnicek and his staff on the excellent job working on snow removal and keeping the parking lots clear. Commissioner Schulz noted he took his children sledding and stated how clear and salted the lots were.
- Commissioner Kraemer stated he looked forward to a good year. Commissioner Kraemer said we have Walker being improved, the opening of LWSRA building. Commissioner Kraemer also thanked the staff, volunteers who come out on a daily basis. Commissioner Kraemer also welcomed Ed to the full-time staff.
- President Fischer agreed with everything the other commissioners added. President Fischer also reminded everyone about the early voting for March 18<sup>th</sup> for the referendum and noted it is also a general primary election. President Fischer also noted the dates for early voting being February 6<sup>th</sup> – February 28<sup>th</sup>. President Fischer asked everyone to take advantage of what people fought for and go out and vote. President Fischer noted we have the LWSRA building opening in the spring, we have Walker Country Estates Park on the North side of town and Hibernia on the South side. President Fischer said we have a good year coming up.

**Adjournment**

At approximately 6:33 pm, President Fischer requested a motion to adjourn the January 15, 2014 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,  
Rebecca Heckler  
Recording Secretary