

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, March 19, 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 March 19, 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** Executive Director, Greg Lewis, Communications/Marketing Supervisor Lauren Lotz, Recreation Superintendent Shirley Braglia, Director of Golf Bob Schulz, Parks-Maintenance Superintendent George Travnicek, Facilities Superintendent Mike Langlois, 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 February 28, 2014. Hearing none, President Fischer requested a motion to approve the Treasurer's Report as presented for February 28, 2014. Motion made by Commissioner Schulz, 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 February 28, 2014. 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, 2014. Motion made by Commissioner Jansma, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Communications** IAPD 13th Annual Summer Golf Tour Letter
President Fischer noted a letter from the IAPD President/CEO Peter Murphy regarding the IAPD 13th Annual Summer Golf Tour for commissioners, directors, staff and friends being held at the Sanctuary Golf Course. This event is an outstanding opportunity to network, make new acquaintances, visit with good friends and learn about other agencies' golf operations, facilities and programs. Director of Golf Schulz said they are hoping for better weather. President Fischer asked who the latest are to commit to which Executive Office Assistant Tuma responded she will look into it and advise.
- Consent Agenda** Approval of the Special Meeting Workshop Minutes and the Regular Meeting Minutes of February 19, 2014
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 stated the Penguin open was once again a success with approximately 40 players for the event; The Jr. League will be starting up on Tuesdays in June; currently the ground is still too wet to open, but they are tentatively planning on a March 24th opening. He also noted Kyle Morris has moved on to become the Director of Golf at the Kankakee Elks Club. Kyle had been with the Sanctuary Golf Course for 10 years and we wish him congratulations and good luck.

Proud American Days 2014 Planning
Executive Director Lewis stated Menards is on Board, all of the food, band and sound contracts are all ready and signed; Facilities Superintendent Langlois noted this will be the 2nd year Proud American Days will be held at the Menard's site on Route 30 next to Wal-Mart.

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

President Fischer asked if there were any questions regarding the updates. President Fischer also expressed his excitement in the number of new registered voters obtained in the last 2 months. .

Facilities/Planning

Development Projects Update

Parks-Maintenance Superintendent Travnicek noted there is a “weather dependent” pre-construction meeting with Fuerte Systems, Planning Resources and NLCPD the week of March 17th. He also noted there has been no contact yet with Bristol Park as they need to work on turf; there is also no change and all is quiet at Prairie Ridge. Parks-Maintenance Superintendent Travnicek noted they had a substantial completion date of August 1st, but they are pushing it along to hopefully have it completed by July 4th.

March 2014 Referendum Update

President Fischer stated they will hold workshops and meetings to discuss questions and options and to prioritize and assess. Executive Director Lewis noted there were simply not enough people to get out and vote based on the numbers. He added everything and all feedback was positive so going forward, they will name specific projects in order to maintain the tax rate. Executive Director Lewis noted the park district operates on .19 cents, adding over 40% of our budget comes from fees and charges. President Fischer added as a park district we offer over 1,000 programs each year with the current budget and although we have 10,000 people using our programs, we don't always make everyone happy but we address issues, make changes and move on.

Tri-Annual Meeting Agenda

Parks-Maintenance Superintendent Travnicek included a DRAFT of the Tri Annual meeting agenda for April 7, 2014, with the corrected location from the previous meeting announcement to note this meeting will be held at the Grounds Department Maintenance Building at the Sanctuary Golf Course as opposed to the LCC as previously stated. Parks-Maintenance Superintendent Travnicek added Nelson Ridge is allowing the use of their facility at a rate of \$50.00 per hour for Associations with school staff there to supervise during the week and our own staff on weekends.

2014 Spring/Summer Field Allocations

Parks-Maintenance Superintendent Travnicek noted the 2014 field allocations list has been passed out and all have agreed pretty much the same as last year with very few changes. Parks-Maintenance Superintendent Travnicek stated there will be minimal support from July 19th through July 28th due to Proud American Days and this will be reviewed in greater detail at the Tri-Annual meeting on April 7th.

Parks-Maintenance Superintendent & Facility Superintendent

Parks-Maintenance Superintendent Travnicek noted his staff continues to do a great job with the snow and ice removal, repainting several park name signs, refurbishing and making additional A frame sign stands for Rec, cleaning and painting equipment. Parks-Maintenance Superintendent Travnicek noted he and Parks Maintenance Foreman Prynne attended and enjoyed the 68th annual Great Lakes Park Training Institute in Indiana participating in 18 different sessions regarding ADA accessibility, playground maintenance, systems software, disc golf course, and many others. Facilities Superintendent Langlois stated they are tying up loose ends at the Sanctuary clubhouse, including fire inspections. Facilities Superintendent Langlois noted he is currently working on the budget. Facilities Superintendent Langlois noted all food, band and sound contracts have been signed for Proud American Days. Facilities Superintendent Langlois noted Menards and Walmart are on board.

Recreation

Asset of the Month – Positive Values/Caring

“I always feel good about myself when I help my family or friends.”

Executive Director Lewis read the Asset of the Month aloud.

Family Faire 2014 Recap

Executive Director Lewis noted a recap of the 2014 Family Faire which is a free event adding Communications/Marketing Supervisor Lotz did a great job again this year. Executive Director Lewis noted we are the lead organization but next year, it goes back to Lincoln Way Central. Executive Director Lewis stated he received an email from Lincoln Way East regarding the pediatric oncology treasure chest for children and teens in which 3,790 gifts and \$1,000.00 money donation were given.

Special Recreation

Monthly Reports, Staff Reports, Monthly Financial Reports

Executive Director Lewis noted Keith Wallace is off and running and doing a great job keeping up with the reports. Executive Director Lewis stated they are all doing a great job and things are going well. Executive Director Lewis noted they got occupancy on March 19th and have a punch list of items with Olivieri. Executive Director Lewis noted they have a tentative Grand Opening date of Saturday June 21, 2014 and are still on track for their “soft opening” on April 17, 2014 but only for immediate Boards and staff to see the building.

PARC Grant/LWSRA Facility Construction Update, Fund 27, Project Construction Update/Schedule, Tentative Grand Opening – Saturday, June 21st

Executive Director Lewis noted they have a tentative Grand Opening date of Saturday June 21, 2014 and are still on track for their “soft opening” on April 17, 2014 but only for immediate Boards and staff to see the building. Executive Director Lewis noted the Fund 27 breakdown is on track.

Recreation Superintendent Update

Recreation Superintendent Braglia stated the new Summer brochure catalog will be distributed in the April 10th edition of the Patriot newspaper. Recreation Superintendent Braglia noted several staff members attended various educational and training meetings. Recreation Superintendent Braglia noted a change to the Touch A Truck event on May 10th 2014 this year will be held at Martino Jr. High School and this information is also in the summer catalog.

Old Business

Resolution #14-01 PARC Project Application-PARC Grant Submittal

President Fischer noted when they were in Chicago at the conference, Governor Quinn was there and made a special announcement regarding more capital project grant money being available. In order to obtain this grant money, we would need to submit an application by March 10th. Included in this Board packet is the PARC Grant application form requesting a grant for the sports dome. President Fischer added this will be based on further workshops and meetings to discuss the matter.

New Business

Precast Concrete Structures – Bid Results

Parks-Maintenance Superintendent Travnick noted there were 2 bidders for the Precast concrete structures and both were over budget so we will be going out again to re-bid on March 24th with a bid opening date of April 3, 2014.

Community Events

President Fisher noted the upcoming events are as follows:

New Lenox Chamber of Commerce

April 17, 2014

Business After Hours

Location: Hopes Kitchen, 138 E. Francis Road, New Lenox

Time: 5:00 p.m. – 7:00 p.m.

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

Questions & Comments

From the Floor

President Fischer noted there was a guest in the audience early in the meeting and approximately half way through, he left. Communications/Marketing Supervisor Lotz left the room to find the visitor to ask why he left and he stated he would pass on addressing the Board. President Fischer thanked him anyway, for attending.

Commissioner & Director Comments

- Executive Director Lewis thanked Friends of the Parks, etc. for stepping up big in the Referendum process. He said we really appreciate it. Executive Director Lewis noted he was disappointed in the vote and stated “the people that use us don’t vote”. This is confusing and he questioned “are we too good with the limited budget we have?” He added sooner or later we are going to run out of money but we will continue to fight. We will regroup and come back for the long term.
- Commissioner Jansma wanted to thank everyone for the hard work and extra time over this long winter and especially for their help and hard work with the Referendum. Commissioner Jansma also thanked Don from Channel 6 for putting the tape together each month from our Board meetings. Commissioner Jansma said he is looking forward to Spring and for the Golf Course to open up.
- Commissioner Schulz wanted to thank the staff for their hard work regarding the Referendum. Commissioner Schulz added he attended the TEAM Asset Family Faire and said we did an excellent job.
- Commissioner Kraemer wanted to thank the supporters, Friends of the Parks and staff for a great job regarding their work on the Referendum process. Commissioner Kraemer reminded everyone and said the most important thing is to get involved. Commissioner Kraemer said he was not able to attend the TEAM Asset Family Faire this year but heard positive feedback.
- President Fischer agreed and thanked everyone for their hard work and efforts with regard to the Referendum. He noted there are lots of new programs and there is something for all ages. He asked the residents for suggestions regarding programs that we may not currently offer and said to email Recreation Superintendent Braglia. President Fischer added he was disappointed with the Referendum results but understands. He added all services some at a cost, but we will regroup and get there.

Adjournment

At approximately 6:50 pm, President Fischer requested a motion to adjourn the March 19, 2014 Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Jansma, seconded by Commissioner Schulz. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Janet Frigo
Recording Secretary