

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, June 18, 2014 at 6:05 pm in the Board Room of the Village Hall, New Lenox, IL.

GENERAL FUNCTIONS:

- Call to order** President Fischer called the June 18, 2014 meeting to order at approximately 6:05 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: Larson, 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 monthly Treasurer's Report. President Fischer requested any questions or comments regarding the monthly Treasurer's Report for May 31, 2014. Hearing none, President Fischer requested a motion to approve the Treasurer's Report as presented for May 31, 2014. Motion made by Commissioner Larson, seconded by Commissioner Jansma. Upon a roll call vote, all were in favor and the motion passed unanimously. Commissioner Kraemer quoted the totals from the Final Treasurer's Report. President Fischer requested any questions or comments regarding the Final Treasurer's Report for May 31, 2014. Hearing none, President Fischer requested a motion to approve the Final Treasurer's Report as presented for May 31, 2014. Motion made by Commissioner Jansma, seconded by Commissioner Schultz. 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 May 31, 2014. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for May 31, 2014. Motion made by Commissioner Schulz, seconded by Commissioner Jansma. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Special Guests** Ms. Bonnie Covelli, Director for the School of Professional Studies/College of Business and Health Administration – University of St. Francis
Ms. Covelli briefly went over a detailed report from the Community Attitude & Interest Survey. A total of 667 completed surveys were received by the Solutions Resource Center. The cross tabulation results by area and years of residency as well as whether respondents have children under 18 years of age were used to infer results regarding the participation of members in Park Districts programs. She discussed details about communication and facility needs, registration processes, as well as the additional property tax for development of new recreational facilities. Overall, the satisfaction rankings were very positive. President Fischer asked Ms. Covelli if there was anything in particular that stood out negative or positive in the Survey. Ms. Covelli replied the Community is overall satisfied with the service the Park District is providing. President Fischer thanked them for their help with this survey.
- Communications** SSPRPA Community Leader Banquet Awards
President Fischer noted the SSPRPA Community Leader Awards Banquet held in Springfield, IL in the Governor's mansion in which we had the most representation from our leaders as well as Renee Kosel. At this banquet, Commissioner Jansma and Commissioner Larson were each presented with the Excellence in Leadership Award for their 5 and 15 years of volunteer service, respectively, to the community and noted what a great job they have done. Executive Director Lewis added this is the best Board he's had over the years.

Consent Agenda *Approval of the Special Workshop Meeting of May 21, 2014; Approval of the Regular Meeting Minutes of May 21, 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 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 noted May started off slow but picked up toward the end. The golf course remains in great shape and golfers are commenting on this every chance they get. Starting in June, we will be conducting the LWSRA golf clinics on Sunday evenings; this year we have 16 participants. We are one of 9 courses in Illinois that offer the upper level golf clinic for the participants. Junior league sign up is head of last year and we look forward to another great junior golf league season.

Proud American Days 2014 Update

Executive Director Lewis stated they are finalizing a few things, but next month will be the presentation of the Proud American Days schedule. Friday was the deadline for information to get to the printer; the police department, fire department and others are all on board. There will more information next month. The dates for Proud American Days this year are Thursday, July 24, 2014 through Sunday, July 27th, 2014.

Budget & Appropriations Ordinance #14-05-01 Status Update

President Fischer announced this ordinance will be tabled for the July Board meeting.

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

President Fischer asked if there were any questions regarding the updates, hearing none. President Fischer remarked about the Hibernia Splash Pad Admission.

Facilities/Planning

Development Projects Update

Parks-Maintenance Superintendent Travnicek noted the rain slowed us up a little bit on the Walker Park construction project and presented a slide show of the progress. In the next 2 to 3 weeks, some of these projects should be completed including color coating of basketball court and adding concrete surface over top of 2 goal standards; finish playground ADA ramp and wood chip safety surface,; install splash pad apparatus, surfacing, mechanical and related plumbing and electrical; install fitness equipment and crushed stone surface; finish concrete walks at the splash pad, playground and to recast building; prep soil and install plant material for rain garden, continue turf restoration and site plantings. Other park sites status remains unchanged for Bristol Meadows, Bristol Park, Leigh Creek South, Sky Harbor, Taylor Glen and Water Chase. He also noted at Prairie Ridge, the developer needs to install ADA drinking fountain along with gazebo. .

Drugas Farm Development (SWC of Laraway and Scheer Road)

President Fischer noted an "FYI" to the Board regarding the development of Drugas Farm at the southwest corner of Laraway and Scheer Roads for a proposed 9 acre park.

**Facilities/Planning
(continued)**

Parks-Maintenance Superintendent & Facility Superintendent

Parks-Maintenance Superintendent Travnicek noted the 2014 Building Better Communities Grant Application which is sponsored by NRPA consisting of anywhere from \$50,000 to \$150,000 matching grant. Our project we are proposing is approximately \$135,000 for a boardwalk at Crystal Springs Park. He discussed and confirmed our eligibility requirements. He added that summer help is trickling in and once we get fully staffed, we can begin tackling projects working on curb appeal, weeds in playgrounds, seal coating, etc.; Most of the parks received a weed and feed application along with a good number of rain days and the grass is growing excessively.; Staff has turned in all drinking fountains and place pond aerators out at Freedom and Crystal Springs Parks; there will be a June 16th bid opening for asphalt paving work at Sanctuary Golf Course; Special Recreation ADA noted completed projects including concrete work at Chestnut Pointe, Haines, Highlands, Stonebridge and Hibernia; Haines precast washrooms are scheduled for delivery/installation June 19th or 20th; Associations are winding down - - nearly all athletic sites were fertilized and or given a weed and feed application within the last couple of weeks. Facilities Superintendent Langlois noted concrete sidewalk work at entry C and D have been replaced and are starting on entry A on June 19th; He has met with the University of Illinois in regard to the energy grant for the Police station Haines Park roof is completed on the pavilion; fire alarm tests have been completed at the Lions Den; The LCC alarm is in and has been activated ; Proud American Das food vendor contracts have all been submitted to eh Health Department and the security schedule will be finalized at the end of June; Lastly, picnic rentals are in full swing.

Recreation

Asset of the Month – Boundaries, Expectations – Adult Role Models

“My parents and teachers give me someone to look up to every day.”

Executive Director Lewis read the Asset of the Month aloud.

Special Recreation

Monthly Reports, Staff Reports, Monthly Financial Reports

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

Executive Director Lewis stated the Grand Openings will be this weekend, the budget is passed and they will be conducting a needs assessment from St. Francis as well. He added there are a lot more detailed reports and things are going well including ramping up part-time help.

Recreation Superintendent Update

Recreation Superintendent Braglia stated summer registration is booming; there are 212 kids in the Camp Wewannago program including mostly past ACES participants; we are currently wrapping up the fall catalog. Recreation Superintendent Braglia also noted a new trial program beginning June 28th to launch boats at Hibernia Park pond. You will be able to launch your own boats (no gas boats) with 16 foot boats being the largest. Please contact the Recreation Department at 815-485-1737 for more information.

Old Business

2014/2015 Officers and Committee Assignments

President Fischer read aloud a handout including the Officer and Committee Assignments for 2014/2015 adding they are the same as last year.

New Business

Ordinance #14-06-01 An Ordinance on Prevailing Wages

Executive Director Lewis stated this is a “housekeeping” ordinance. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve Ordinance #14-06-01, an Ordinance on Prevailing Wages. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Ordinance #14-06-02 An Ordinance Declaring Currently Owned Property as Surplus and Authorizing Its Disposal

Executive Director Lewis noted these are old tee markers going up for auction as surplus equipment. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve Ordinance #14-06-02, An Ordinance Declaring Currently Owned Property as Surplus and Authorizing Its Disposal. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

Re-Bid Results – Sanctuary Golf Course Asphalt Work

Executive Director Lewis stated there will be a re-bid opening on June 16, 2014 seeking approval not to exceed \$34,400 as a worst case scenario. Once approved, the timetable to be completed would stand as “the sooner the better”. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Asphalt Paving Work at Sanctuary Golf Course Re-Bid. Motion made by Commissioner Schulz, seconded by Commissioner Jansma. Upon a roll call vote, all were in favor and the motion passed unanimously.

University of St. Francis – 2014 Needs Assessment Survey Results

Executive Director Lewis and President Fischer both concurred they were satisfied with the results and it contained good information

Community Events

President Fisher noted the upcoming events are as follows:

New Lenox Chamber of Commerce

Tuesday, June 24th

Multi-Chamber Business After Hours

Location: Odyssey Fun World, 19111 S. Oak Park Ave., Tinley Park

Time 5:00 – 7:00 pm

Friday, June 27th

Ribbon Cutting – Flirty On 30 Boutique

Location: 306 W. Maple St., New Lenox

Time 5:00 pm

Proud American Days Military Tribute

The annual Proud American Days Military Tribute will be held on Sunday, July 27th beginning at 11:00 am.. All past and present military together with their families are invited to attend. If you are a veteran or current military member and are interested in taking part in this event, please contact Lauren Lotz at 815-485-1737. We are looking for member to represent each of the military branches. Please save the date.

**Commissioner &
Director Comments**

- Commissioner Larson noted the IAPD is the oldest agency of its kind and just celebrated their 85th year. Most important is their work with legislative bills down in Springfield, but also include: education programs, covering hottest topics affecting parks and recreation conservation agencies, NLCPD's involvement including with their help we were able to get through a tough time and they assisted with our director search, they were very instrumental in getting us where we are now , power play grants, self-evaluations, Master Board Member Development program. Commissioner Larson requested the other Board members to speak to the public about this organization.
- Executive Director Lewis echoed Commissioner Larson's comments regarding the IAPD adding, without them, we can't keep up with changes, supply grants, summits, symposiums, and conferences so we stay certified. The IAPD wrote the guidelines for us and have done a lot of good.
- Commissioner Jansma thanked the staff for a great job as usual, extra work with Proud American Days, the golf course, etc. He added what a difference Walker Park is now and it is great to see the progress.
- Commissioner Kraemer wished everyone good luck with Proud American Days! Make sure everyone comes back this year as there will be a lot of activities for all.
- Commissioner Schulz welcomed back all of the summer help and said they've done a great job so far. He added he is looking forward to his role with the Friends of the Parks organization.
- President Fischer agreed with everyone's comments. He thanked Commissioner Larson for his IAPD Board volunteering. Finally, save the date for 2014 Proud American Days from July 24 through July 27, 2014. .

Adjournment

At approximately 7:25 pm, President Fischer requested a motion to adjourn the May 21, 2014 Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Larson, seconded by Commissioner Jansma. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Janet Frigo
Recording Secretary