

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, August 20, 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 August 20, 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: 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 July 31, 2014. Hearing none, President Fischer requested a motion to approve the Treasurer's Report as presented for July 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.
- Payment of Bills** Commissioner Kraemer quoted totals from the Payment of Bills presented for July 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 July 31, 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** 37th IAPD/IPRA Legislative Awareness Golf Outing – Thank You
President Fischer noted a thank you letter received from the Illinois Association of Park Districts for assisting in making the 37th Annual IAPD/IPRA Legislative Awareness Golf Outing a tremendous success and for the donation of a golf basket as a door prize. Commissioner Kraemer added it was a very nice outing on a very nice day.
- New Lenox Fire Protection District Foundation Check
President Fischer noted a check received from the New Lenox Fire Protection District Foundation for 20% of the total beef sales from Proud American Days as well as 10 bags of ice, owed to the park district. President Fischer added it was a good time and there were 13 contestants in the Proud American Days cook-off.
- Consent Agenda** Approval of the Special Meeting Budget Workshop of July 16, 2014; Approval of the Regular Meeting Minutes of July 16, 2014; Approval of the Special Meeting Tri-Annual Minutes of August 4, 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 the annual Golf and Fish event sign up starts September 2nd at 5:30 a.m., with this year's event being held once again on the last Sunday of September, the 28th. The Sanctuary will be closed on September 2nd for aeration; Junior league was well attended in the month of July and the junior golfers had a blast, but it is officially over now. We are still open on Tuesdays for open golf. Director of Golf Schulz added the Golf Now deal is official and we have already seen positive booking results because we are now a premier course with Golf Now. Director of Golf Schulz also stated there were 2 minor flood events during the first part of July, but other than that, July was a great month for golf which is shown by the rounds and revenue.

Proud American Days 2014 Recap

Executive Director Lewis stated the financials are coming in and we should have tentative figures at next month's meeting; Revenues were up but we are not sure yet about expenses; Executive Director Lewis added we had really good sponsors this year and a lot of compliments were received as the credit card service was very well received and a big hit which made a lot of people happy; the lines moved quickly; We heard all good feedback from the government officials who attended; the food vendors were happy and it all went very well. Executive Director Lewis noted planning is underway for next year as Walmart was pleased with the event this year. President Fisher added the military tribute was awesome, but we need to pack the tent with more people to honor our heroes. He also added the anthem singer was wonderful. Commissioner Larson noted the Special Needs day was really nice as well.

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

President Fischer noted the Hibernia Splash Pad had a lot of kids and added Walker Splash Pad will be ready for next year. President Fischer noted the Grant we received for career services for utilizing a paid student intern from Lewis University in the amount of \$3,160.31. President Fischer asked if there were any questions regarding the updates, hearing none.

Facilities/Planning

Development Projects Update

President Fischer asked about the wooden storage shed at Spencer Campus. Parks-Maintenance Superintendent Travnicek noted a 10x15 shed will be installed for storage. There was a very detailed discussion noting the need for drawings, location and power information; Parks Maintenance Superintendent Travnicek stated the August 1st substantial completion date for Walker Park has been missed due to rain for the splash pad apparatus delivery as well as Fuerte Systems struggling to maintain consistent leadership/supervision on site; He added last fall Com Ed met with a Planning Resources consultant who was comfortable with the project, however, last month they were uncomfortable with existing power and after days of research gave us 2 options which could take up to 16 weeks for finalizing cost and determining scheduling; The project is still on track to be completed by September 12th except for the possible Com Ed delay. He added they are deciding on whether to run for approximately one week at a cost of \$1,600.00 just to test it out but are undecided at this time as DNR will not sign off with temporary power - it needs to be a Com Ed permanent hook-up. Commissioner Kraemer suggested testing with temporary power to make sure everything works. Commissioner Larson and President Fischer both agreed. Status remains unchanged for Bristol Meadows, Prairie Ridge, Sky Harbor, Taylor Glen and Water Chase. Parks Maintenance Superintendent Travnicek noted Bristol Park earthwork will start next week with seeding and 10 foot wide bike path to be installed this summer/fall; he also noted Leigh Creek South earthwork has begun and LWSRA would like to be included with the site's development.

November 2014 Referendum Information

President Fischer noted there was a workshop regarding the referendum and everything is on track. He added they will be going out to the public to highlight capital improvements. Executive Director Lewis added the information is on our website, and we need people to register to vote and get out and vote. He noted the Commissioners will be happy to come out to inform groups, explaining this is NOT a tax increase, but it maintains the current tax to fund capital projects. President Fisher added we will be discussing this at future monthly meetings, but feel free to call with any questions at 815-485-3584.

Fall 2014 Field Allocations - Final

Facilities Superintendent Langlois presented the final copy of the New Lenox Park District Athletic Sites Fall Field Allocations for Athletic Associations August 1 through November 30, 2014. He added they just had their Tri Annual meeting and there were no concerns.

Tri-Annual Meeting Update

Parks-Maintenance Superintendent Travnicsek stated Baseball representatives were not present at the Tri-Annual meeting on August 4th. He reminded the associations about skip dates and also noted this is the 50th Anniversary year for the New Lenox Mustang Football association. Commissioner Jansma stated all associations were happy with services provided by the Park District.

Athletic Association Requirements

Executive Director Lewis stated all groups want space but currently we recognize only 5 or so organizations that follow the rules. He added this year, there have been a few instances with volunteers, but we need to keep the lines of communication open. He stated “Without any order, we have disorder. We all have to play by the same rules.”

Parks-Maintenance Superintendent & Facility Superintendent

Parks-Maintenance Superintendent Travnicsek noted Proud American Days was an awesome event and staff did a great job setting up, staffing and taking down. He added kudos to our Park Board Commissioners, building and recreation departments for their time and efforts along with the New Lenox IDOT for supplying and installing a dozen concrete jersey barrier walls for safety, the Village for insect spraying and borrowing beverage tubs and ticket booths, PAD Partners, Lions Club, Fire and Police District for special needs day. Parks–Maintenance Superintendent Travnicsek stated on August 8th, they had a group of 16 volunteers from Hickory Creek Church in Frankfort helping spread landscape mulch around trees and shrubs at Cherry Hill Park. Parks-Maintenance Superintendent Travnicsek noted they had a good Tri Annual meeting, adding the associations thanked the Park District for their efforts in maintaining and prepping the fields. Commissioner Jansma noted the association scholarships and commended them on a great job. Facility Superintendent Langlois stated he attended the DCEO seminar in Bloomington which was very informative, and added he should get the study back from the University of Illinois in the next week or so; Facility Superintendent Langlois stated we had a great year again for Proud American Days and bills are still coming in but everyone did a great job; He spoke with Menards in regard to next year’s fair and they will have an answer within the next couple of weeks. The property was left in great shape and Wal-Mart informed him after the fair that everything went well. He added next year’s dates are July 23, 24, 25, 26. Facility Superintendent Langlois stated noted picnics are winding down and should be complete through mid-September.

Recreation

Asset of the Month – Family Support

At the end of the day, the most overwhelming key to a child’s success is the positive involvement of parents.

“I look forward to spending time with my family and with the love and attention they show me!”

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 summarized detailed reports and stated everything is winding down; the financials show payments going back and forth; there is one outstanding waiver to be signed but all is going well and programing is busting at the seams; there is a small drainage project going on; they passed the staffing option for more maintenance and administrative staff. Executive Director Lewis noted the judge overturned the states attorney in Wilmington for the recreation tax.

Recreation Superintendent Update

Recreation Superintendent Braglia noted as of today, 8/20/14, there are already 355 ACES participants enrolled and Trailblazers is also going well; the Daddy Daughter dance received all positive feedback; Save the date for Sunday September 14th for the Pooch-a-palooza; Kudos to PAD staff – but next year we need to find a place for mud volleyball; Hibernia is open until September 2nd; Tracy Wrase completed her training course and is now a new certified professional. .

New Business

Resolution #14-12 Authorizing the Execution of Lease/Purchase Agreement with US Bank Equipment Finance (Martin Whalen)

Executive Office Assistant Tuma stated this is for one replacement check printer and one added check printer plus another color copier for the Finance department. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve Resolution #14-12 Authorizing the Execution of Lease/Purchase Agreement with US Bank Equipment Finance (Martin Whalen). Motion made by Commissioner Schulz, seconded by Commissioner Jansma. Upon a 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 9th

Business on the Move

Location: TBD

Time: 11:30 am – check in 12:00 noon – lunch/program

Thursday, September 18th

Business After Hours

Location: New Lenox Public Library and Just 4 U Café

120 Veterans Parkway, New Lenox

Time: 5:00 – 7:00 pm

New Lenox Library

Saturday, September 20th

Treasures and Bargains Book Sale

9:00 am – 3:00 pm

Spots are \$10 each.

Do you like supporting your library? Join the Friends of the New Lenox Library as we raise money for the library, and help you make some extra cash. Ask at the Circulation Desk for more info or to sign up, or email friends@newlenoxlibrary.org.

SHAREFEST 2014

ShareFest is the annual September festival of sharing and caring in the community. ShareFest collects books, clothes, food, home goods, and items for the troops from September 1-13, and then gives it all away at the free exchange. Several volunteer opportunities are also available. Please visit www.sharefestnewlenox.com or call 815-717-2614 for full details on this annual event.

**Commissioner &
Director Comments**

- Executive Director Lewis noted Friends of the Parks is a volunteer organization and if anyone wants to get involved with them or go to their meetings, there is a link on our website. We need your support! Thank you to the individuals who have already stepped up.
- Commissioner Larson noted PAD was fabulous, the staff did a great job and all of the little parts came together as shown in the enjoyment on the faces of the public. He thanked Bob Schulz for a great golf outing as well saying “you make it look so easy”.
- Commissioner Kraemer thanked the PAD staff and noted a great job by the volunteers and the village. He added we have a great relationship with the village, fire department and Police. He thanked everyone for attending and also thanked Menards for the land space use.
- Commissioner Schulz noted the success of PAD and added to be a commissioner now and to see all that goes into the planning, he is amazed at how it all goes smoothly and what a good job everyone does.
- Commissioner Jansma thanked the staff for a great job with PAD and added financials are still being worked on but we are already working on next year. He added that Walker looks great despite any delays; programming is doing well and great job with online registration.
- President Fischer agreed with everyone regarding Proud American Days and programming. He noted the 50th anniversary year of the New Lenox Mustangs football team; friends of the Parks next meeting is September 18th and is always on the 3rd Thursday of each month at Town Center Bank near Gatto’s at 6:00 p.m. as they are gearing up for November 4th referendum!

Adjournment

At approximately 7:10 pm, President Fischer requested a motion to adjourn the August 20, 2014 Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Janet Frigo
Recording Secretary