

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, January 21, 2015 at 6:00 pm in the Board Room of the Village Hall, New Lenox, Illinois.

GENERAL FUNCTIONS:

Call to order President Fischer called the January 21, 2015 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 Supervisor Jean Petrow, Parks-Maintenance Superintendent George Travnicsek, Director of Golf Bob Schulz, Finance/Human Resources Superintendent Kath Lynch, Attorney Angelo Vitiritti, 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 December 31, 2014. Hearing none, President Fischer requested a motion to approve the Treasurer's Report as presented for December 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.

Payment of Bills Commissioner Kraemer quoted totals from the Payment of Bills presented for December 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 December 31, 2014. Motion made by Commissioner Larson, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.

Amendment to Agenda:

Special Guests Members of the New Lenox Youth Football Associations Junior Varsity Warrior Football Team
President Fischer requested a motion to amend the meeting agenda in order to welcome Mr. Chuck Niemeier and the New Lenox Youth Football Association's Junior Varsity Warrior Football Team as special guests. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

New Business Resolution #15-01: Honoring the New Lenox Youth Football Association's Junior Varsity Warrior Football Team's 2014 River Valley Conference Championship
President Fischer requested a motion to approve the Resolution #15- honoring the New Lenox Youth Football Association's Junior Varsity Warrior Football Team's 2014 River Valley Conference Championship. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a voice vote, all were in favor and the motion passed unanimously. Communications/Marketing Supervisor Lotz read the resolution aloud. Mr. Niemeier thanked the Park District and community for their support and all of the participants and families. President Fischer noted the NLYFA ended their regular season with an impressive record as well as going on to be named the 2014 River Valley Conference Champions. President Fischer highlighted their team motto of "Stand Together, Stick Together, No Matter What." President Fischer stated the New Lenox Youth Football Association is a great program, and congratulated and thanked Mr. Niemeier, the coaches, team members and cheerleaders as well as their families for their efforts.

**Special Guests
Cont'd.**

Members of the New Lenox Friends of the Parks Presentation of Check from Kiddie Kampus Fundraiser

Communications/Marketing Supervisor Lotz welcomed 2 representatives from the New Lenox Friends of the Parks volunteer organization who came to present a check from the Kiddie Kampus fundraiser. President Fischer thanked Recreation Supervisor Jean Petrow and stated he appreciates the check donation as well as the volunteerism from Friends of the Parks. President Fischer added this is a great volunteer organization and anyone wishing to get involved is more than welcome to join.

Communications

Press Release on the Mustang Football Teams

Communications/Marketing Supervisor Lotz read the Press Release aloud. President Fischer added this athletic organization continues to provide a football program that not only teaches the sport of football, but more importantly teaches the values of dedication, teamwork and sportsmanship. President Fischer congratulated the players, all of the volunteer coaches and the families within the organization.

KidsWork Children Museum – Thank You Letter

President Fischer noted a letter from KidsWork Children Museum thanking the New Lenox Community Park District for their support. Communications/Marketing Supervisor Lotz read the Thank You letter aloud. The gift from the Park District was recognized in the Gala Program book and event sponsors are recognized on the KidsWork Children's Museum website. President Fischer stated the Park District always enjoys supporting programs for children and we appreciate the thanks we receive for that support.

Consent Agenda

Approval of the Special Meeting Tri-Annual Minutes of December 1, 2014; Approval of the Special Meeting Budget Workshop of December 17, 2014; Approval of the Public Hearing Meeting of December 17, 2014; Approval of the Regular Meeting Minutes of December 17, 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 Jansma and seconded by Commissioner Schulz. 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 they did have some play this December since the weather wasn't bad and they sold \$1,000.00 more in gift card sales for Christmas this year in December than same time last year adding this is a great sign for the upcoming golf season. Director of Golf Schulz stated the 2015 rates are going up on the website with permanent tee times letters going out beginning this month. Current tee time holders have until February 15th to re-up their tee time and then they open for new Permanent Tee time business on February 16th. Director of Golf Schulz stated the Penguin Open is scheduled for Sunday January 25th with a 10 am shot gun start. Director of Golf Schulz also noted the Junior Golf starts on March 1st.

Proud American Days 2015 Planning Update

Executive Director Lewis stated the official contract from Menards is a "go" and all bands are lined up. Executive Director Lewis reviewed some of the events as well as the military tribute which will take place, as well as also possibly holding the Battle of the Bands at the Commons this year. Executive Director Lewis stated letters are going out to food vendors, beverage vendors and volunteer groups and all planning is moving forward.

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

President Fischer asked if there were any questions regarding the updates, hearing none.

Administration

Facilities Maintenance Crew Leader Position – Update

Executive Director Lewis noted there are currently 8 candidates applications turned in and the process should begin shortly. Executive Director Lewis added he will keep everyone informed.

Facilities/Planning

Development Projects Update

Parks Maintenance Superintendent Travnicsek stated the Walker Park project is quiet as they are working towards partial reimbursement of 75% gathering documents and filling out forms. Status remains unchanged on future undeveloped park sites as well as any updates unchanged since last months report.

Village of New Lenox – Approved Resolution 14-23 (50% reduction for development)

Executive Director Lewis noted a letter from the Village of New Lenox regarding Open Space Fees. The letter states that the Village Board has approved Resolution 14-23 adopting a policy for the inclusion of contribution language in all annexation agreements. This resolution maintains the current fair market value of an acre of land at \$110,000.00 re-establishes the 50% reduction for all required fees and allows the deferral and payment of open space fees until the time of occupancy for each residence. President Fischer stated impact fees and grants are what we use to build our parks. With the help of these impact fees, Walker Park is almost completed and Taylor Glen is in the not too far off future, as economy improves.

Parks

Yearly Review of Contracted Services: Fuel; Portable Restroom Services; Mowing

Parks Maintenance Superintendent Travnicsek stated the contracted mowing and portable services will keep their costs/pricing the same as in 2014. Parks Maintenance Superintendent Travnicsek noted our park district overall and the associations have been pleased with both services and we will consider moving several additional sites twice a week during the spring and fall due to excessive grass clumping. Parks Maintenance Superintendent Travnicsek stated currently, contracted fuel is being reviewed. Throughout the years, we have done pretty well locking in fuel pricing and gallons early in the year, however not the case in 2014. Parks Maintenance Superintendent Travnicsek noted it appears that more companies/agencies are paying truck price and getting away from locked in pricing and gallons.

Parks-Maintenance Superintendent & Facility Superintendent

Parks-Maintenance Superintendent Travnicsek stated his staff has done a nice job establishing the ice rink at Haines Park and has maintained a good quality ice since January 6th. Parks Maintenance Superintendent Travnicsek thanked Ken Stephens for stepping up since Matt's departure and leading staff and handling some of the office tasks. He added Ken's efforts and willingness to learn and take on new responsibilities is greatly appreciated. Parks Maintenance Superintendent Travnicsek stated staff has been working on equipment, making new A frame signage stands and doing winter inspections, etc. Parks Maintenance Superintendent Travnicsek stated John Camp continues to oversee the project of 701 W Haven; the NLCPD Administration Building with seasonal help and added furniture will arrive in the next week or so.

Recreation

Asset of the Month – Goal Setting

Goal Setting – Young person sets positive, realistic and measureable goals. “The key is in not spending time, but in investing it.” Stephen R. Covey. (“Each day I grow a little, learn a little and look forward to what I can accomplish each day!”) Executive Director Lewis read the Asset of the Month aloud.

Special Recreation

Monthly Reports, Staff Reports, Monthly Financial Reports

Executive Director Lewis reviewed in great detail the monthly financial and staff reports from the LWSRA Board of Directors. Executive Director Lewis made mention of the facility gym floor with moisture issues in this first year. Executive Director Lewis noted with the help of donations, fundraising and grants, they are able to add more participants to the mix, noting registration is going really well!

Recreation Superintendent Update

Recreation Supervisor Petrow announced the New Lenox Community Park District purchased \$700 in groceries from Berkots to donate to the New Lenox Food Pantry. She added the proceeds from the Gobbler Gauntlet 5K were used to purchase these items. Recreation Supervisor Petrow noted upcoming events including the Hoops and Heroes event for grades 1-12 to be held on February 7, as well as the Valentines Heart Guessing contest during the month of February.

New Business

Resolution #15-01: Honoring the New Lenox Youth Football Association’s Junior Varsity Warrior Football Team’s 2014 River Valley Conference Championship

President Fischer noted this Resolution was already approved via amendment to the agenda earlier in the meeting.

Resolution #15-02 Authorizing the Execution of Limited License Agreement with Menard, Inc.

President Fischer requested a motion to approve Resolution #15-02 Authorizing the Execution of Limited License Agreement with Menard, Inc. Menard, Inc. has agreed to provide sufficient land to hold the Proud American Days festival. Motion made by Commissioner Jansma, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.

Community Events

President Fischer announced the upcoming events are as follows:

Lincoln-Way High School District #210

Lincoln-Way North High School Students Present:

Alice @ Wonderland

Friday, January 30 & Saturday, January 31

Time: 7:00 pm.

Location: Lincoln-Way North High School Performing Arts Center
19900 South Harlem Avenue, Frankfort, IL, Door 46

Ticket Price: \$5.00 All Ages

Children’s Theatre Series Presents:

Curious George

Saturday, January 31

Location: Lincoln-Way West High School Performing Arts Center
21701 South Gougar Road, New Lenox, Door 49

Ticket Price: \$6.00 All Ages

New Lenox Chamber of Commerce

2015 Annual Dinner Celebration

Thursday, January 29

Location: VFW Post 9545, 323 E. Hickory Road, New Lenox

Ticket Price: \$60 per person & Sponsorships are available

Contact the Chamber at 815-485-4241

**Commissioner &
Director Comments**

- Executive Director Lewis stated all staff stepped up with the move and hopefully we will get the position for Maintenance Crew Leader filled soon. Executive Director Lewis stated the organization chart has changed over the last 6 months and we are stronger because of it. Executive Director Lewis added there is no rush to move, but it is going well. Executive Director Lewis noted the Friends of the Parks members have stepped up and solidified that organization. Executive Director Lewis added if you want to get involved with this volunteer group, please go to our website at www.newlenoxparks.org and become a member.
- Commissioner Jansma congratulated everyone on a great job again. Commissioner Jansma added it was nice that the Junior Warriors had such a successful year and stated they are a very well behaved great group of kids. Commissioner Jansma stated Proud American Days will be at the same site as last year, the future Menards site on Route 30.
- Commissioner Schulz thanked the staff for their hard work and extra duties during this new move. Commissioner Schulz noted the ice rink looks great as it is very well maintained and it is free to residents!
- Commissioner Kraemer congratulated the Junior Warriors and their coaches and volunteers on a great job this season. Commissioner Kraemer added the new building looks great and they are looking forward to getting everyone all together under one roof.
- Commissioner Larson wished everyone a Happy and Healthy New Year for everyone. Commissioner Larson added the new building looks great and he is looking forward to the move. Commissioner Larson stated it is really nice to talk about golf being right around the corner.
- President Fischer concurred with all of the commissioners and congratulated the New Lenox Youth Football on a wonderful job teaching kids sportsmanship and teamwork. President Fischer thanked the Friends of Parks and said they are a huge deal. President Fischer is grateful for their donation and urged everyone to get involved. President Fischer stated the new building is a result of a great working relationship with the Village and also is a great deal for the taxpayers because we didn't have to buy it. President Fischer added Golf will be here before you know it!

Adjournment

At approximately 7:00 pm, President Fischer requested a motion to adjourn the January 21, 2015 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