

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, April 15, 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 April 15, 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: Jansma, Kraemer, Schulz and President Fischer.
- Also in Attendance** Executive Director Greg Lewis, Communications/Marketing Supervisor Lauren Lotz, Recreation Superintendent Shirley Braglia, Parks-Maintenance Superintendent George Travnicsek, Director of Golf Bob Schulz, Business Services Supervisor Karen Acklin, 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 March 31, 2015. Hearing no further questions or comments, President Fischer requested a motion to approve the Treasurer's Report as presented for March 31, 2015. 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 March 31, 2015. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for March 31, 2015. Motion made by Commissioner Jansma, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Amendment to Agenda:** *New Business: Resolution #15-06: Honoring LincolnWay Special Recreation Association's Outstanding Performances in the Sport of Basketball*
President Fischer requested a motion to amend the Meeting Agenda in order to move New Business Resolution #15-06 Honoring LincolnWay Special Recreation Association's Outstanding Performances in the Sport of Basketball. Motion made by Commissioner Kraemer, seconded by Commissioner Schulz. Upon a voice vote, all were in favor and the motion passed unanimously.
- New Business** *Resolution #15-06: Honoring LincolnWay Special Recreation Association's Outstanding Performances in the Sport of Basketball*
President Fischer requested a approve Resolution #15-06 Honoring LincolnWay Special Recreation Association's Outstanding Performances in the Sport of Basketball. Motion made by Commissioner Schulz, seconded by Commissioner Jansma. Upon a voice vote, all were in favor and the motion passed unanimously.
- Special Guests** *LincolnWay Special Recreation Association: Hawks Men's Basketball Team, Hawks High School Basketball Team, Lady Hawks Basketball Team, Junior Hawks Basketball Team, Rolling Falcons Wheelchair Basketball Team*
President Fischer welcomed the LWSRA Basketball teams to the meeting. Communications/Marketing Supervisor Lotz read the resolution aloud recognizing each group with a personalized plaque. President Fischer noted what a great achievement this is and thanked the LWSRA building for allowing them the opportunity to participate.

Communications

The Pediatric Oncology Treasure Chest Foundation: Donation of Toys and Gift Cards

President Fischer noted a letter from the Pediatric Oncology Treasure Chest Foundation thanking the NLCPD and Kiddie Kampus for the donations and generosity. Communications/Marketing Supervisor Lotz stated they had remarked they received the largest number of toys and cards ever, this year which included 223 toys from the Kiddie Kampus program alone.

United Methodist Church, Mrs. Bobbie Baird: Old Campground Festival

President Fischer noted a letter to Shirley Braglia thanking the NLCPD for permission to park cars at the Community Center on the day of the Old Campground Festival, June 27, 2015, in the case of rain.

New Lenox Parent Teacher Organization - Thank You

President Fischer noted a letter from the New Lenox parent Teacher Organization thanking the NLCPD for the donation of a raffle prize including a splash pad party to the PTO Fun Fair.

Consent Agenda

Approval of the Special Meeting Budget Workshop of March 18, 2015; Approval of the Regular Meeting Minutes of March 18, 2015

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 they had a couple of good days in March when the golfers came out and so far has received no concerns over the small increase of greens fees and range fees for the 2015 golf season. Director of Golf Schulz noted events as follows: the I-80 is filling up fast; the Ladies Invitational is going to be held on June 4th, 2015; Junior League signup is still going strong; Director of Golf added the condition of the golf course is awesome and the grounds are beautiful; the MAGJT tour went without a hitch this past weekend; Saturday May 2nd, is the Ladies of Callaway event. Commissioner Kraemer noted the damage done over the weekend to the markers at the golf course and asked residents to please call us if you have any information regarding the vandalism.

Proud American Days 2015 Planning Update

Executive Director Lewis stated Proud American Days 2015 planning is on track; Lake Shore Beverage has been secured and a Press Announcement for a scholarship will be announced. Executive Director Lewis noted everything is coming together really well.

2014 – Levy Will County Tax Rate Calculation

Executive Director Lewis stated our tax rate has now dropped by .25 in User Fees. Executive Director Lewis stated we will be reevaluating and he knows taxes are high but the New Lenox Community Park District is a very small part of the Will County tax bill.

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

President Fischer asked if there were any questions regarding the updates. President Fischer noted the Developer Donations are going very well.

Administration

Fiscal Year 2015-2016 Budget Overall Personal Increase Not To Exceed 3% For Cost of Living, Longevity and Merit (Excludes Individual Position Reclassifications)

President Fischer stated with regard to expenses, we are the lowest in payroll expenses. Executive Director Lewis stated they did a 3 year comparison in the service industry, showing a combination of our salary and benefits puts us way below the average 50% mark. President Fischer made a motion to approve the Fiscal Year 2015-2016 Budget Overall Personal Increase Not To Exceed 3% for the Cost of Living, Longevity, and Merit. Motion made by Commissioner Schulz, seconded by Commissioner Jansma. Upon a roll call vote, all were in favor and the motion passed unanimously.

Parks Maintenance Foreman Position – Ken Stephens

Parks-Maintenance Superintendent Travnicek announced the promotion of Ken Stephens to the Parks Maintenance Foreman position. Parks-Maintenance Superintendent George Travnicek added Mr. Stephens has been with the NLCPD for 7 years and 1 day and has worked his way up the ladder. President Fischer congratulated Mr. Stephens.

Facilities/Planning

Development Projects Update

Parks Maintenance Superintendent Travnicek stated they have tested and retested the apparatus at Walker Park and noted good news: during testing the last 2 weeks, only 1 of the 14 pods are leaking. Parks-Maintenance Superintendent Travnicek added they are on track and moving ahead for the May 9, 2015 completion date.

Walker County Estates Park Development: Final Reimbursement Request

Executive Director Lewis noted a letter from the IDNR regarding the final billing request for the Walker County Estates Park project in which they advised that final grant reimbursement in the amount of \$287,500.00 has been approved. Executive Director Lewis added we should be receiving the full check within 3 to 4 weeks. Executive Director Lewis stated in addition to the OSLAD grants, we utilize the developer donations to rebuild and fund capital improvements such as these upgrades and new parks. Parks Maintenance Superintendent Travnicek stated once the splash pad has been fully repaired, we will need to send photos /proof the project is 100% completed and functioning to Springfield.

Parks

Policies Governing Lighted Athletic Sites – Revised

President Fischer noted the Policies Governing Lighted Athletic Sites for the NLCPD has been cleaned up and the verbiage has been updated. President Fischer requested any comments or questions. Hearing none, President Fischer requested a motion to approve the Revised Policies Governing Lighted Athletic Sites. Motion made by Commissioner Kramer, seconded by Commissioner Schulz. Upon a voice vote, all were in favor and the motion passed unanimously.

Tri Annual Meeting Update

Parks-Maintenance Superintendent Travnicek reviewed notes from the final Tri-Annual Agenda held on April 6, 2015 at 6:30 pm at the 701 W. Haven Avenue Administration Building (the old police station). Parks-Maintenance Superintendent Travnicek noted the meeting went well and all associations were present; Soccer, Girls Softball and Rebels Baseball are working on getting pertinent documents in place with our district; Participation numbers appear to be close to last year, with the biggest increase in Soccer; Mustang Football will continue to have registrations through July; numerous documents, checklists and forms were reviewed; Parks-Maintenance Superintendent Travnicek stated there was a discussion on maintenance fees and out of district fees as well as New Lenox residents percentages. Parks-Maintenance Superintendent Travnicek stated staff and NLCPD Commissioners and Associations will continue to work through these items; Parks-Maintenance Superintendent Travnicek stated Soccer revealed that they have not been in compliance (80/20 residency%) for over several years and that numbers may have been altered. They guess they are at 65/35% this Spring. NLCPD staff will review rosters for more accurate percentages, as this continues to be an ongoing issue.

Parks-Maintenance Superintendent

Parks-Maintenance Superintendent Travnicek noted Fall work is completed and installation of the asphalt path, seeding and many trees have been installed at Bristol Park; Parks-Maintenance Superintendent Travnicek noted the ADA drinking fountain is on site and will be installed within the next couple of weeks at Prairie Ridge Park. Parks Maintenance Superintendent Travnicek noted all other parks remain status unchanged.

Recreation

Asset of the Month – Positive Identity: Personal Power

Young person feels he or she has control over “what happens to me”. “We all have these powers within us: the ability to endure; the ability to love, to carry on, to make the best of what we have – and you don’t have to be Superman to do it.” Christopher Reeve, actor, quadriplegic and founder of a foundation. (“I know it is important to be strong inside and out and to help others along the way.”) Executive Director Lewis read the Asset of the Month aloud.

Special Recreation

Monthly Reports, Staff Reports, Monthly Financial Reports

Executive Director Lewis reviewed the monthly financial and staff reports from the LWSRA Board of Directors. Executive Director Lewis noted the success of the building and programming with the LWSRA. Executive Director Lewis added next month we will have participant numbers as they are growing rapidly and have had a steady stream of people from the community attending the open gyms the past month. Executive Director Lewis stated the biggest issue is the purchase of 3 new busses, pending gathering all pertinent documents together. Executive Director Lewis added this would allow one of the Coaches to drive the bus to events instead of having to be CDL licensed. Executive Director Lewis stated Keith Lightfoot did a presentation of a potential build out at the site during their meeting. Executive Director Lewis added they are in pre-planning stages, should the funding become available.

Recreation Superintendent Update

Recreation Superintendent Braglia stated the new summer catalog went out to the residents of New Lenox via the New Lenox Patriot Newspaper. Recreation Superintendent Braglia noted upcoming events as follows: Touch A Truck on May 9th at Walker Country Estates park from 10 am until 2 pm; Chasing the Sun – registration is being taken now and will be held on June 11 at 7:00 in conjunction with the Chamber of Commerce . Recreation Superintendent Braglia added to please contact our office if you need additional information on programs in the Summer catalog.

Old Business

Executive Director Multiple year (3) Employment Agreement Review

President Fischer stated the Executive Director Multiple Year (3) Employment Agreement was completed in workshops in which they went over the contract and all parties agreed on it. President Fischer requested a motion to approve the Executive Director Multiple Year (3) Employment Agreement. Motion made by Commissioner Kraemer, seconded by Commissioner Jansma. 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:

May 16

NEW LENOX CHAMBER OF COMMERCE

Candlelight Bowling

The New Lenox Chamber of Commerce will host its first candlelight Bowling Bash on Saturday, May 16 from 6:00 pm to 9:00 pm. The event, Strike out Hunger, will help benefit the New Lenox Food Pantry. The event will be held at Laraway Lanes, 1009 W. Laraway Rd in New Lenox. For information, visit www.newlenoxchamber.com or call 815-485-4241.

**Commissioner &
Director Comments**

- Executive Director Lewis congratulated Commissioner Kraemer, Commissioner Larson and President Fischer on a hard fought campaign. Executive Director Lewis thanked them for all they do and for getting and keeping involved.
- Commissioner Jansma noted a great job by all and added the golf course and the golf shop look great. Commissioner Jansma stated he is very glad about the reimbursement from the State of Illinois for Walker Country Estates Park.
- Commissioner Schulz remarked the catalog looks really great and he encourages residents to take a look and read through it and please feel free to make use of our beautiful parks.
- Commissioner Kraemer congratulated the LWSRA coaches and athletes, adding they are really amazing to watch. Commissioner Kraemer thanked Parks-Maintenance Supervisor Travnicek for keeping his eye on the project at Walker Park and doing a job done well and right. He added, a lot of others might have missed the problem but Parks-Maintenance Supervisor Travnicek was proactive in doing so. Commissioner Kraemer thanked the voters for their votes and for keeping our Board consistent.
- President Fischer concurred with all of the commissioners and thanked everyone for a job well done. President Fischer congratulated and thanked the LWSRA on their achievements. President Fischer thanked the residents who are involved in the Junior Golf league for getting involved and added they welcome more every Tuesday for this league including kids up to 15 years old. President Fischer reminded everyone of the May 9th Touch A Truck event which is a free event at Walker Country Estates Park. President Fischer stated he is pleased to congratulate everyone on the hard work and 4 years of planning involved in the upgrades and improvements to Walker Country Estates Park and the new Splash Pad. President Fischer reminded everyone about Proud American Days coming up.

Adjournment

At approximately 6:55 pm, President Fischer requested a motion to adjourn the April 15, 2015 Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Schulz, seconded by Commissioner Jansma. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Janet Frigo
Recording Secretary