

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, November 18, 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 November 18, 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, Kraemer, Schulz, Thomson and President Fischer.
- Also in Attendance** Executive Director Greg Lewis, Director of Recreation Shirley Braglia, Director of Parks-Maintenance George Travnicek, Director of Golf Bob Schulz, Director of Business Services Kathy Lynch, Attorney Angelo Vitiritti and Communications/Marketing Supervisor Lauren Lotz.
- Treasurer's Report** Commissioner Kraemer quoted the totals from the monthly Treasurer's Report for October 31, 2015 with year-end adjustments. President Fischer requested any questions or comments regarding the monthly Treasurer's Report for October 31, 2015. Hearing no questions or comments, President Fischer requested a motion to approve the Treasurer's Report as presented for October 31, 2015. Motion made by Commissioner Schultz, seconded by Commissioner Larson. 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 October 31, 2015. President Fischer requested any questions or comments. Director Lewis stated the Accounts Receivables are more current than the report reflects because some of the Associations are catching up with their payments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for October 31, 2015. Motion made by Commissioner Schulz, seconded by Commissioner Thompson. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Communications** New Lenox Area Historical Society Newsletter – Then and Now (November 2015)
President Fischer mentioned the Historical Society is hosting a Dinner with Friends being held on Thursday, December 5th and the Schmuhl School Open House and Ornament Sale being held on Saturday, December 12th from 10 a.m. to 2 p.m. Please call 815-485-5576 for more information.
- Consent Agenda** Approval of the Regular Meeting Minutes of October 21, 2015
President Fischer requested any questions or comments on the Consent Agenda. Commissioner Larson asked for a correction to his comments regarding IMRF, which should be changed to IAPD. Hearing no further questions or comments and after consulting with Attorney Angelo Vitiritti, President Fischer requested a motion to approve the Consent Agenda with the modification to Commissioner Larson's comment. Motion made by Commissioner Kraemer and seconded by Commissioner Schulz. Upon a voice vote, all were in favor and the motion passed unanimously.
- Committee & Staff Reports** Business Services
Director of Recreation Shirley Braglia introduced Mike Bubash, the new afternoon Custodial Maintenance Laborer II. Director of Recreation Braglia reported Mike grew up in Tinley Park and moved to New Lenox a few years ago. Director of Recreation Braglia further reported that Mike is recently married to Nicole and expecting their first baby next year.
President Fisher introduced the Director of Business Services Report and the Deputy Director of Executive Services Report. President Fischer stated there was an insurance claim reimbursement for the lightning strike damage. President Fisher welcomed the 2 new hires to the Administrative Staff, Jennifer Piotrowski and Kelly Muehlnickel. Director Lewis stated the window has been busy and Recreation revenue is up. President Fisher requested any questions or comments and none were raised.
Facilities/Planning
Commissioner Thomson reported that there have been improvements and repairs to the administration building and also updates to the interior Banquet area at the Lions Community Center. A slideshow was presented to highlight the Banquet area updates.
- Director of Parks-Maintenance, Director of Recreation
Director of Parks-Maintenance Travnicek reported Haines and Hibernia Park have been winterized for the season and Walker Park will be winterized next week. President Fisher requested any questions or comments and none were raised.

Golf Course

Golf Course

Commissioner Kraemer stated there was some wind damage to a light pole and fencing that was repaired today and the Golf Course is winding down for the season. Commissioner Kraemer stated he golfed with a few singles that raved about our golf course and the friendliness of the staff. Commissioner Kraemer stated it was a good feeling to hear that from someone outside our community and speaks to our great staff.

Operation & Financial Reports Month to Date & Year to Date

Director of Golf Schulz reported gift card sales are in full swing and the Golf Course will be open until 4 pm on Christmas Eve.

Parks/Development

Development Projects Update

Commissioner Larson reported the shelter at Neufairfield Park installation is complete with nothing but positive feedback from park patrons and homeowners. Commissioner Larson also reported he and Director of Parks-Maintenance Travnicek went on a tour of some of our parks and Firefighter Park would be a good location for some updates. Because of the location it would benefit a wide range of the community visiting the Lions Den, Library and Commons Area. Director of Parks-Maintenance Travnicek stated Bristol Park will be ready to be turned over in the spring. Director of Parks-Maintenance Travnicek stated Prairie Ridge is not ready for possession yet. Executive Director Lewis stated the title process has been started and are waiting on the title and deed from the Village.

Director of Parks-Maintenance Travnicek stated the salt spreaders and plows have been installed and are ready to go for the season and a new trac driven snow blower was purchased to help with snow removal. Director of Parks-Maintenance Travnicek stated numerous sites have been winterized and the Softball Association has been doing some work to the fields.

Village of New Lenox Ordinance No. 2524 An Ordinance Authorizing Sale of Residential Lots (Walker Country Estates North Phase II Unit 1)

Executive Director Lewis explained this was an FYI to the Board with no further action required at this time. President Fisher requested any questions or comments and none were raised.

Recreation

Asset of the Month – Decision Making

Young person knows how to plan ahead and make choices. Quote of the Month: “Great [people] have great discipline.” Executive Director Lewis read the Asset of the Month and quote aloud.

Special Recreation

Monthly Reports, Staff Report, Monthly Financial Reports

Executive Director Lewis stated on 11/14/15 there was a wheelchair basketball event against some Senators from Springfield. Executive Director Lewis reported donations and fundraising continues to go well and will be set aside for playground. Executive Director Lewis reports the audit is complete and will be presented next meeting. Commissioner Kraemer stated he and Deputy Director of Executive Services Tuma attended their Sports Banquet. The St. Jude Knights of Columbus sponsored the event. Executive Director Lewis stated a presentation would be made at our next board meeting.

Proud American Days 2016 Planning

Executive Director Lewis reported Menards will be contacted after the 1st of January to request the use of the property. Executive Director Lewis reported work continues on booking bands and entertainment.

Director of Recreation

Commissioner Schulz reported on the success of the Boo and Brew and thanked the sponsors of the event Lakeshore Beverage and Northern Builder. Commissioner Schulz thanked the facility and parks department and Sanctuary staff for their support, along with Commissioner Kramer for volunteering at the event. Commissioner Schulz stated the new catalogs go out November 19th in the New Lenox. In addition Commissioner Schultz noted on page 25 of the catalog there is a

list of the 311 volunteers who help make our programs possible. Commissioner Schultz announced a new program this year Sunday Funday on December 20th with holiday bingo, candy cane hunt and cake decorating. Registration is still being taken for this event. Director of Recreation Braglia showed the new catalog and stated registration begins on December 5th.

New Business

Resolution #15-17 Resolution Authorizing the Execution of a First Amendment to Lease Agreement with the Village of New Lenox

Executive Director Lewis explained the need to renew this lease agreement every year. Executive Director Lewis stated this is a benefit to us as we can utilize the inside space to store vehicles and equipment. President Fisher asked for any questions or comments, hearing none, he requested a motion to approve Resolution #15-17 Authorizing the Execution of a First Amendment to Lease Agreement with the Village of New Lenox. Motion made by Commissioner Kraemer and seconded by Commissioner Larson. Upon a roll call vote the resolution passed unanimously.

Resolution #15-11-01 Declaring Surplus

Director of Parks-Maintenance Travnicek stated the Park District currently owns 2 of the same trim mowers, that are 17 or 18 years old, one of which is not operational. Director of Parks-Maintenance Travnicek explained the non-working equipment will be retained for parts and repair purposes for the other mower. President Fisher asked for any questions or comments, hearing none, he requested a motion to approve Resolution #15-11-01 Declaring Surplus. Motion made by Commissioner Larson and seconded by Commissioner Thomson. Upon roll call vote ordinance passed unanimously.

Annual Renewal of the General Liability Insurance

Director of Business Services Kathy Lynch stated with the cost of the General Liability Insurance Did go up this year, however, even with the additional cost is still under budget. Executive Director Lewis stated the changes that have been made to Administrative staff have made quite a difference in many positive ways. President Fisher asked for any questions or comments, hearing none, he requested a motion to approve the Annual Renewal of the General Liability Insurance. Commissioner Schulz motioned approval of the Annual Renewal of the General Liability insurance, seconded by Commissioner Kraemer. Upon a voice vote, motion passed unanimously.

Questions and Comments from the Floor

Matt Prince, President of the Cherry Hill Homeowners Association addressed the board regarding waiving fees for the use of the pavilion for Association events. Mr. Prince stated the Cherry Hill Homeowners are very active and contribute quite a bit in manpower and donations to the Park District including: planting trees, landscaping, a park bench, flagpole and the barbeque grill.

Director of Parks-Maintenance Travnicek agreed the Cherry Hill Homeowners Association is very involved and contributes quite a bit. President Fischer stated he thought the fees were waived for Homeowner Associations. Executive Director Lewis stated he agrees the Cherry Hill Homeowners Association is very active; however a new policy was passed to charge a fee for all Homeowners Associations at a reduced rate. Mr. Prince stated the Association uses the pavilion approximately 4 times a year. Executive Director Lewis requested a yearly letter requesting the dates for the upcoming year, so it may be presented to the Board for approval. Executive Director Lewis stated we started a precedent with the new policy, and we would like to remain consistent and requested any work or donations the Association contributes, to make the Park District aware so it can be made public knowledge.

Community Events

President Fischer announced the upcoming events as follows:

New Lenox Lions Club

Breakfast with Santa

Sunday, December 6th

Lincoln-Way West Cafeteria

8:00 AM-12:00PM at Lincolnway West

Village of New Lenox

Christmas in the Commons

Sunday, December 6th

1:00 pm – 6:00 pm

Holiday wagon rides, Visit with Santa and Mrs. Claus, Tree Lighting, Christmas Caroling by area groups.

New Lenox Historical Society

Dinner with Friends

Thursday, December 3

Tear Drop Café

6:00 pm – 9:00 pm

Call Kendra at 815-485-5576

- Commissioner Thomson stated the Boy/Girl Scouts drive to collect food in our area was held on November 8th. Over 500 Boy/Girl Scouts and their 50 leaders participated in collecting over 45,600 items. Commissioner Thomson stated 3 food pantries in our town benefit from this food drive. Commissioner Thomson stated there were monetary donations as well, including a handwritten note from “Will” with a donation of \$1.62. President Fischer stated this is a great learning event for our youth of the community.

**Commissioner &
Director Comments**

- Executive Director Lewis congratulated Commissioner Thomson on the successful Food Drive. Executive Director Lewis stated the Blizzard dance was also a success. In addition, Executive Director Lewis stated our organizational Chart changed quite a bit this year, and with the plans in place things are going better than he expected. Executive Director Lewis thanked Director of Recreation Shirley Braglia, Director of Parks-Maintenance, George Travnicek, Director of Golf, Bob Schultz and Director of Business Services, Kathy Lynch for their hard work making that possible. Executive Director Lewis stated with the uncertainty in Springfield it is important everyone does their part of the Park District. In addition Executive Director Lewis thanked Matt Prince, President of the Cherry Hill Homeowners Association for coming out this evening, as the Associations are a part of the success of the Park District.
- Commissioner Schulz thanked the staff for all their hard work. Commissioner Schulz also recognized the effort involved in the new catalog being delivered this week and said it looks great with a lot of good programs.
- Commissioner Thomson also thanked the staff and stated the catalog looks great.
- Commissioner Kraemer thanked the Village for the use of the Board Room every month for our meetings and for being great partners. Commissioner Kraemer stated the brochure looks great. Commissioner Kramer also thanked homeowner associations like Cherry Hill and wished everyone a Happy Thanksgiving.
- Commissioner Larson thanked the staff members for their continued good job. Commissioner Larson wished everyone a Happy Thanksgiving and a safe and happy holiday.
- President Fisher congratulated Commissioner Thompson on his successful food drive, and thanked Matt Prince as well. President Fisher wished Lincolnway West good luck at their next game

Adjournment

At approximately 6:51 pm, President Fischer requested a motion to adjourn the November 18, 2015 Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Carrie M. Farmer
Recording Secretary