

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, February 17, 2016 at approximately 6:00 pm in the Board Room of the Village Hall, New Lenox, Illinois.

GENERAL FUNCTIONS:

- Call to order** President Fischer called the February 17, 2016 meeting to order at approximately 6:03 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: Kraemer, Schulz, Thomson, and President Fischer.
- Also in Attendance** Executive Director Greg Lewis, Communications/Marketing Supervisor Lauren Lotz, Deputy Director of Recreation Lea Pipiras, Director of Parks-Maintenance George Travnicek, Director of Golf Bob Schulz, Director of Business Services Kathy Lynch, Attorney Angelo Vitiritti and Deputy Director of Executive Services Jacque Tuma.
- Treasurer's Report** Commissioner Kraemer quoted the totals from the monthly Treasurer's Report as presented for January 31, 2016. President Fischer requested any questions or comments regarding the monthly Treasurer's Report for January 31, 2016. Hearing no questions or comments, President Fischer requested a motion to approve the Treasurer's Report as presented for January 31, 2016. Motion made by Commissioner Schulz, seconded by Commissioner Thomson. 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 as presented for January 31, 2016. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for January 31, 2016. Motion made by Commissioner Schulz, seconded by Commissioner Thomson. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Special Guests** Mr. Keith Wallace – LWSRA
Mr. Wallace explained the special recreation services are provided to participants with disabilities. LWSRA serves Frankfort, Manhattan, Mokena, New Lenox, Peotone and Wilmington Island Park Districts. They currently have 252 participants, including 56 participants just from New Lenox; which is about 1 in 4 households who use LWSRA at some capacity. Mr. Wallace announced it is LWSRA's 40th Anniversary, by celebrating their 40th Anniversary with a Family Fun Fest a completely free event open to the public on August 20, 2016. Also holding a special event at CD&ME on September 25, 2016. Mr. Wallace also mentioned a save the date for their special wheelchair softball tournament event being held on July 29 through July 31st.
- Consent Agenda** Approval of the Regular Meeting Minutes of January 31, 2016.
President Fischer requested any questions or comments on the Consent Agenda. Hearing no questions or comments, President Fischer requested a motion to approve the Consent Agenda as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Thomson. Upon a voice vote, all were in favor and the motion passed unanimously.
- Committee & Staff Reports**
Business Services Transportation Coordinator Position
Committee & Staff Reports: Executive Director Lewis and President Fischer discussed the new job description for the Transportation Coordinator, including the new buses that have been purchased for the programs and camps. President Fischer requested any questions or comments, hearing none, President Fischer requested a motion to approve the Transportation Coordinator position. Motion made by Commissioner Schulz, seconded by Commissioner Thomson. Upon a voice vote, all were in favor and motion passed unanimously.
- President Fischer recapped IAPD Conference; 200 workshops approximately 1200 people to network with always a positive event for all the Commissioners and New Lenox Park District employees. Deputy Director of Executive Services, Jacque Tuma stated the success of this years IPRA Sponsor-A-Student Thank You.

Facilities / Planning

Commissioner Thomson reported improvements have been completed at the Administrative Building including the downstairs bathroom renovations and also replacement of stationary panels throughout the offices. Also, noted completion of renovations at LCC including some heating issues and safety issues with a door have been resolved.

Executive Director Lewis reported we have met our room rental budget for FY 15/16 with all the improvements and modernization that has been completed at the LCC has increased our room rentals; also including more utilization of our multipurpose room at 701 W. Haven.

Golf Course

Golf Course

Commissioner Kraemer reported the Penguin Open was a great success with over 110 golfers. Director of Golf Schulz reported March 1st is sign up for Junior League & Golf Lessons (check website for updated information).

Operation & Financial Reports Month to Date & Year to Date

Director of Golf Schulz reported April 13th to meet with Commissioners to review the Golf Budget Fiscal Year 2016/2017. Director of Golf Schulz noted they have been tracking expenses on a monthly basis, planning to have a structure in place and will report to the Board.

Parks/Development

Development Projects Update

Director of Parks-Maintenance Travnicek reported at Sky Harbor is looking good and ready to take over the parcel; Water Chase homeowners are looking for what the future plans are for the site. The Village has not yet taken over these parcel sites.

Athletic Association Requirements – Revised 2/2016

Director of Parks-Maintenance Travnicek noted some information regarding Athletic Association Requirements. Out-of-District Athletic Field Maintenance fee of \$20 will be charged to each out-of-district athlete each season for team sports. (Spring/Fall) Out-of-District Athletic Field Maintenance fee of \$5 will be charged to each out-of-district athlete participating in an instructional program.

Executive Director Lewis stated the Concussion Policy needs to be added to the requirements and will bring back next month. President Fischer made a motion to approve addendum to amend Athletic Association Requirements. Motion made by Commissioner Kraemer, seconded by Commissioner Thomson. Upon a roll call vote, all were in favor and the motion passed unanimously.

Director of Parks-Maintenance Travnicek noted the bid for Firefighters Park ADA Playground, bid will go out on February 26, 2016. Bid opening date is March 11, 2016; for approval March 16, 2016. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Concept Plan for Firefighters bid. Motion made by Commissioner Kraemer, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.

Director of Parks-Maintenance Travnicek reported the Tri-Annual Meeting will be April 4th; encourage the School District to be present.

Recreation

Asset of the Month – Cultural Competency

Executive Director Lewis read the Asset of the Month.

Special Recreation

Executive Director Lewis stated LWSRA put in a request for RFP for legal replacement.

2016 Proud American Days

Executive Director Lewis stated all things are moving forward, progressing forward with schedules. Also, planning on an orderly process with security, staff and Will County Police in case of a natural disaster.

Commissioner Schulz noted as a reminder that the 1st Free Throw Contest will be held on February 21, 2016 open to all ages. March 4, 2016 Flashlight Clover Hunt, Adult Egg Hunt on March 18, 2016 , Kids Easter Egg Hunt at Haines Park on March 19, 2016. Check website for further information.

Communications-Marketing Supervisor, Lauren Lotz noted as a reminder about the Family Faire taking place on Saturday, March 5, 2016 at Lincolnway Central from 9am to 1pm including a pancake breakfast from 9am until 10am.

Old Business

None

New Business

President Fischer acknowledged that he has met with Executive Director Lewis, Commissioner Kraemer and Director of Business Services, Kathy Lynch regarding quotes for several auditors; existing auditor verses new auditor. The audit committee has decided to go with our existing auditor due to the rotating staff, they have never overcharged and have always done an outstanding job and are satisfactory with competitive pricing. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the 3 year contract for MPS for to continue to be the auditors for the New Lenox Community Park District. Motion made by Commissioner Thomson, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.

Resolution #16-04 Authorizing the Execution of Before and After School Enrichment Program Agreement by and between the Park District and School District No. 122.

Executive Director Lewis reported on the great working relationship that is present between the New Lenox School District 122 and the New Lenox Community Park District. President Fischer requested a motion to approve Resolution #16-04. Motion made by Commissioner Kraemer, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.

Resolution #16-05 Authorizing the Execution of Limited Licenses Agreement with Menards, Inc.

President Fischer requested a motion to approve Resolution #16-05 Authorizing the Execution of Limited Licenses Agreement with Menards, Inc. Motion made by Commissioner Thomson, 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 as follows:

STATE OF THE VILLAGE

Presented by Mayor Baldermann

In an effort to better serve the needs of the business community, the Village of New Lenox and the New Lenox Chamber of Commerce will be partnering together on Thursday, February 25 for the State of the Village address at Silver Cross Hospital Conference Center. The event begins at 7:00 am with the presentation starting at 7:30 am and finishing at 10:00 am.

TEAM ASSET FAMILY FAIRE

The annual T.E.A.M. Asset Family Faire will be held at Lincoln Way Central High School on Saturday, March 5, 2016 from 9am to 1pm. This large family-oriented event offers sponsorship and vendor exhibit opportunities to reach the 600-700 people that attend. For further information, please contact Lauren Lotz, New Lenox Community Park District at 815.485.3584 or via email at llotz@newlenoxparks.org for further details.

NEW LENOX CHAMBER OF COMMERCE

Luncheon on the Move: Lincoln-Way District 210: An Update from Dr. Scott Tingley

Tuesday, March 1, 2016 – 11:30 am – 1:00 pm

Dr. Scott Tingley will provide an update on the current state of affairs for Lincoln-Way High School District 210 including the past, present and future of the district.

\$15/person (includes lunch)

Register online or by calling the Chamber office at 815.485.4241.

Location: Lincoln-Way West High School Warriors Lodge, 1701 S. Gougar Rd, New Lenox

Annual Community Expo and Home Show

Saturday, March 12 from 9:00 am – 1:00 pm at Lincoln-Way Central High School Field House

Contact the Chamber at 815.485.4241 for details

**Commissioner &
Director Comments**

- Executive Director Lewis thanked Mr. Wallace for all his effort and his great work with working together with the New Lenox Park District. Also, noted how wonderful District 122 enjoys working together with our before and after school activities and thanked all the part-time employees. Also recognized the great job the Board Members have contributed to make things successful.
- Commission Schulz thanked all the people that made the Basketball program run successfully.
- Commissioner Thomson noted how wonderful the working partnership has been since he has joined and how much positive outcomes he has seen since he has been a part of the Board.
- Commissioner Kraemer thanked all the staff and volunteers for all their hard work.
- President Fischer noted a reminder March 1, 2016 sign up for Golf League and also please attend T.E.A.M. Assest, and also attend the LWSRA special events.

Adjournment

At approximately 7:35 pm, President Fischer requested a motion to adjourn the February 17, 2016, Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Kraemer, seconded by Commissioner Thomson. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Recording Secretary - Jennifer Piotrowski