

Minutes of the Tri Annual Meeting held on Monday, April 4, 2016 at 6:30 pm at the New Lenox Community Park District, New Lenox, IL.

## **GENERAL FUNCTIONS:**

**Call to order** Commissioner Fisher called the April 4, 2016 meeting to order at approximately 6:30 pm.

**Roll Call** In attendance Commissioner Fisher, Director of Parks-Maintenance Travnicek, Parks-Maintenance Foreman Ken Stephens, Christ Vctor NLBA, Matt Erickson NLBA, Marty Kelly NLGSA, Greg Cleveland NLGSA, Bob Schaper NL Mustangs, Lynn Plarski NL Mustangs, Mike Malito NLYFA, NLSA Kevin Shannon arrived at (6:42pm), Rebecca Heckler Recording Secretary and Kimberly Pohrte Recording Secretary.

### **Associations Reports** Matt Erikson NLBA

Mr. Erickson reported no major projects. Mr. Erickson extended his thanks to the New Lenox Park District for the mulch which was needed for the field. Also reported field work has not begun due to weather conditions. Director of Parks-Maintenance Travnicek reported on his conversation with the school (Tyler Bentley) concerning brick work and projected work to be done on the dugout closest to the school to give it a face lift. In addition, Director of Parks-Maintenance Travnicek discussed the flush bathroom project. Mr. Erickson discussed his concern regarding the well line dimensions. Mr. Vector indicated they have not made a decision to move forward due to the cost of the project. In addition, Mr. Vector discussed the back stop and dugout projects are being explored. Mr. Vector is looking for brick donations to do the brick wall and the brick around the dugouts, hoping to raise the dugout to avoid rain issues. Mr. Vector hopes to revisit this in the fall. Mr. Vector reported the work would not only look good but it would be an added safety feature. Director of Parks-Maintenance Travnicek reported raising the dugouts will help keep everything dry. Mr. Erickson reported the netting by dugout at field B10 needs to be fixed. Director of Parks-Maintenance Travnicek suggested notifying the school when repairs are taking place on the field so they are kept informed.

Mr. Erickson reported on the tractor that is stored in their storage facility during the winter months. The tractor is plugged in throughout the winter and is owned by the school. Mr. Erickson reported that NLBA is paying the electric bill for the storage facility. Director of Parks-Maintenance Travnicek reported the cost is approximately \$200.00 per month. Mr. Erickson indicates this has been happening for two years. Commissioner Fisher clarified the dates, NLBA stating they shut down by December 1 through March. Commissioner Fisher indicated this is good information. Mr. Vector reported that Team Rubikon, a veteran team, was out at the fields on Saturday. Mr. Vector reported the current numbers for baseball are 989, flat from last year. Lastly, Mr. Erickson reported a gentleman was on the bike path taking pictures of kids while they were practicing. The police were contacted and came out to investigate and a report was filed.

### Greg Cleveland NLGSA

Mr. Cleveland reported 560 participants for summer league. Mr. Cleveland thanked the Park District for their assistance with field 2 and Palmer. Mr. Cleveland indicated both fields were done late in the season and they look great. Mr. Cleveland reported current projects include concrete work in 1 and 4 and sprinklers in 1 and 2. The sprinklers are to water down the dirt in the infield. Mr. Kelly reported a Sunday league will be added this year. Director of Parks-Maintenance Travnicek discussed fencing on field 2 and 3 reporting it had been knocked down. Mr. Cleveland discussed the fencing expressing more than 1 person had to be involved due to the weight of the fencing.

### Bob Schaper NL Mustangs

Mr. Schaper reported this is the 52<sup>nd</sup> year for the Mustangs organization. Registration in February was 176 online registers. Mr. Schaper reported this is up from last year. In addition, there are 80 cheerleaders and to date 50 new players. Mr. Schaper reported NL Mustangs has more numbers this year than last. Last year Mr. Schaper indicated there were 209 and this year currently 190 players. Mr. Schaper reported Monday, August 1 is the first day of team practice. First game is

Saturday, August 20<sup>th</sup> at Martino Jr. High. Mr. Schaper reported all coaches are USA Football Certified. Mr. Schaper discussed parking issues and expressed his interest in having lines painted to avoid parkers illegally parking and to keep gate area open for emergencies. Mr. Schaper also reported some lights are out at the field and would like the truck to come out and replace them. Mr. Schaper indicated they will install turf on home side line. Director of Parks-Maintenance Travnicek discussed meeting with the school district regarding this issue. Director of Parks-Maintenance Travnicek also discussed the draining issue at Martino explaining the Park District continues to investigate where the drainage direction goes. The goal is to find the hub. In addition, Director of Parks-Maintenance Travnicek reported the school is concerned about the asphalt crumbling. Director of Parks-Maintenance Travnicek expressed his hope in finding the hub indicating this would allow them to tie into existing drainage. Mr. Stephens has been involved in investigating the drainage situation. Director of Parks-Maintenance Travnicek reported through his discussions with the school, they believe the bleachers were installed over the drain system after the fact. Director of Parks-Maintenance Travnicek indicated a plan needs to be devisee with school district and he will set up meetings to get the project going.

#### Mike Malito NLYFA

Mr. Malito reported registration at end of February was 240 participants and 150 cheerleaders. Mr. Malito indicated NLYFA is a part of the River Valley Football League. Mr. Malito reported home games are played at Lincolnway West and at Lincolnway Central with practice at Francis Field for younger boys and older boys practice at West and Central. Mr. Malito reported cheerleaders will be going back to Francis for practice. Mr. Malito reported West prefers the older boys use their facility due to traffic issues in their parking lot where a high school football player was hit by a car last year.

#### Kevin Shannon NLSA

Mr. Shannon reported 467 in Spring registration (20 more than fall), 47 in 3-5 year olds (30 less than fall) with 1 more week to register indicating usually register a lot in last week but do not anticipate getting up to the 70 number like last year. Mr. Shannon reported there are 31 in Little Legacy with 2 more weeks of registration. Mr. Shannon reported a lot of registration is received in the last week, not sure we will reach the numbers we had last year. Mr. Shannon reported current project includes working on financing for permanent lighting estimated \$150,000 to \$200,000 on the 3 fields in front. Director of Parks-Maintenance Travnicek has a quote for Mr. Shannon regarding the electrical work needed. Mr. Shannon reported a current board member is an electrician. Director of Parks-Maintenance Travnicek noted the school does not want the electric for the field lights tied to the school. Mr. Shannon expressed concern regarding codes and licensing and expressed the need for some assistance navigating those issues. Director of Parks-Maintenance Travnicek will forward quote to Mr. Shannon and they will begin work on that project. In addition, Mr. Shannon noted a concrete block is needed expressing his hope to have the Park District involved to assure quality work and to keep costs down. Mr. Shannon stressed the lights will be fully funded by NLSA just wanted the Park District's guidance. Mr. Shannon reported the fields were aerated last year and they saw great improvement with drainage. Mr. Shannon reported the way it is draining now is fantastic

#### **Park District**

#### **ADA**

Director of Parks-Maintenance Travnicek reported they will continue with the work at Bentley including a couple of screen paths and the work on field 4 backside 75 feet will be concrete to avoid the drainage issue. Director of Parks-Maintenance Travnicek reported on Spencer campus paths indicating they will be meeting with the contractor to outline where the paths need to be. Director of Parks-Maintenance Travnicek discussed the missing bleacher end caps that are currently missing; Mr. Erickson said he was waiting for a price. Director of Parks-Maintenance indicating the price as he recalls is \$9-\$10 per piece.

Director of Parks-Maintenance Travnicek discussed the field maintenance at Spencer regarding moving the goals. Mr. Shannon reported all moves have been completed. No goals need to be moved at this stage. Mr. Shannon indicated there may be some rearrangements needed over the summer. Director of Parks-Maintenance Travnicek discussed the lips on the ball fields. Mr. Erickson reported the work had been completed. Mr. Erickson reported he rolled all of the fields yesterday with a 7,000 pound roller. Mr. Erickson reported the lips were rolled during the snow storm. Mr. Erickson reported they have been rolling the lips for the last 3-4 years. Director of Parks-Maintenance Travnicek reported they are looking at new striper machines. The goals are to cut the current usage of over 2,000 gallons of product. Director of Parks Maintenance Travnicek explained they are currently trying to find room in the budget. The new machines would lower consumption to 25%. Director of Parks-Maintenance Travnicek reported the weed and feed application will take place April/May the Associations pays ½ of the cost. In the fall Park district pays 100% of cost for the application. Director of Parks-Maintenance Travnicek indicated baseball wants to have an application earlier for dandelions and crab grass issues - currently talking some numbers regarding those applications. Mr. Shannon reported they just seeded the fields to avoid those areas. Consensus is there is a preference to do the application as soon as possible. Director of Parks-Maintenance Travnicek reported football is on its own island – not part of the Park District not part of the school and they pay 100% of the application costs. Director of Parks Maintenance Travnicek reported all field work, turf work, porta johns - football pays 100%. Director of Parks-Maintenance Travnicek indicated he would discuss options with Mr. Malito regarding his thought to treat the field more like a lawn and obtain some numbers for the work, but understands it has to fit into the football budget. Director of Parks Maintenance Travnicek reported Carefree will be the contractor for mowing. They will be doing a double cut on Friday, and Park District staff cuts Spencer on Friday. The mowing will begin next week, first time in years we will be mowing in April. Director of Parks-Maintenance Travnicek requested Associations turn in schedules as soon as possible and project forms need to be filled out as soon as possible; please include diagrams. Director of Parks-Maintenance inquired about any parking issues at Walona. Mr. Kelly reported it continues to be a problem. Mr. Kelly reported the police do not always ticket sighting signage issues. Mr. Erickson reported last year if they start early ticketing the word spreads and they saw a decrease. Mr. Vetor explained the need to set the example early. Mr. Kelly explained they do come out but do not always ticket. Mr. Vetor reported to call early, do not warn people just call police.

Director of Parks-Maintenance Travnicek discussed attached Field Allocations for Spring/Summer requesting the Associations to review it for accuracy and turn in schedules as soon as possible. Director of Parks-Maintenance Travnicek discussed the Association requirements with the added verbiage regarding the Youth Concussion Safety Act, indicating every website should have this information available for review. Director of Parks-Maintenance Travnicek indicated the next several pages include the IHSA severe weather safety guidelines noting the Park District follows the recommendations word for word. Director of Parks-Maintenance Travnicek reported there have been some discussions regarding the use of the Thor system, which the Village uses for their concerts. Director of Parks-Maintenance Travnicek reported the Park District has a phone app that notifies them if there is lightening within 30 miles. Director of Parks-Maintenance Travnicek inquired what safety procedures the Associations have in place for severe weather and who has the decision making responsibilities for calling games during severe weather. Mr. Shannon reported the referees and coaches call for lightning or thunder strikes. Mr. Shannon reported they go with either hear or see; everyone off fields wait 30 minutes from last sight or hearing, which in most cases means the game is cancelled – a typical game is 1 hour. Mr. Shannon reported much time is spent at the coaches meeting and emails stressing safety issues for weather. Mr. Malito reported they rely on the Thor system due to all games being held at the high schools. Mr. Malito reported at practices if they hear thunder of see

lightning they clear the field. Mr. Malito indicated they gather under the horse shed/barn. Ms. Plarski reported Mustangs use the same method hear or see stop. Ms. Plarski indicated she or Mr. Schaper are at the field at all times. Ms. Plarski reported they have issue with Martino because they cannot get into building and only solution is to send people to their cars. Ms. Plarski reported they are to wait the 30 minutes before they can resume. Mr. Schaper reported they clear the stands and have people wait in their cars but if we can wait it out we try to. Mr. Schaper reported during practice they have the kids go home or if they know prior to practice of severe weather they cancel practice. Ms. Plarski reported the coaches know if the parents are not at the fields the kids are the coach's responsibility. Director of Parks-Maintenance Travnicek expressed his concern of people being super competitive and trying to get in one more inning or one more minute of play. Mr. Cleveland reported girls softball practices the coaches decide. Mr. Cleveland expressed some concerns because not all the coaches use good judgment. Mr. Cleveland reported during game time the umpires make weather delay calls. Mr. Kelly reported an Association representative is always at the field and assists with the decisions. Mr. Kelly reported they try to direct people to their car and the 30 minute rule is enforced. Mr. Cleveland reported that board members have brought up lighting detective device (Thor system costing \$7,000 and a system that was \$29.00), but then the question of liability is a concern; safety first but then liability. Mr. Cleveland reported they are close enough to football that the football program would also hear the alarms and they would be required to abide by the warning. President Fisher suggested a Doppler system that is used by some roofing companies indicating when rain and bad weather conditions are due to arrive. Mr. Cleveland reported through his discussion with Director of Parks-Maintenance Travnicek he acknowledge the golf course does not have a warning system in place. Mr. Cleveland reporting golfers use their own judgment. Mr. Cleveland expressed his concern that bringing in a system adds responsibility/liability. Mr. Cleveland questions how does the liability play into this? In addition, Mr. Cleveland expresses his concern with false alarms and being bound to the system and the requirement to wait 30 minutes even if the sky is clear. Mr. Vetor reported they also explored other options including Thor system and looked at different apps including the app used by the Park District. Mr. Vetor reported they are encouraging all persons, parents, umpires to use the app, but also basing it on good judgment. Mr. Vector reported they are implementing the app this year stating safety is of the utmost concern. Mr. Vector expressed a need for better response from coaches, parents, and umps reporting the constant challenge to get everyone to go to their cars. Mr. Kelly reported concerns where kids and parents ride their bikes to the fields and concerns for the people who get dropped off and have no way to seek shelter. Mr. Cleveland expressed concern for lightning strikes – some parents get the kids to the cars then stand around out in weather and talk. Director of Parks-Maintenance Travnicek reported receiving only 1-2 calls in the last 20 years regarding playing through bad weather conditions, reporting everyone here is doing a good job and committed to safety first.

Director of Parks-Maintenance Travnicek plugged the Wednesday, April 20 severe weather preparedness training and health and safety expo at Lincoln-Way West beginning at 5:00pm - 7:00pm and the severe weather preparedness training beginning at 7:00pm-8:30pm. Travnicek explained a Meteorologist will go over cloud formations and severe weather preparedness. The Village puts on the event and everyone is encouraged to go. Ms. Plarski reported their scorekeeper goes every year.

Director of Parks-Maintenance Travnicek reported on rosters, ran numbers 86 percent in house vs. 14 out for soccer. Mr. Shannon surprised at numbers and pleased with the percentages. Director of Parks-Maintenance Travnicek requested the Associations to send in reimbursables and pay within 30 days. Director of Parks-Maintenance Travnicek reported the revised field permit is in everyone's packet and needs to be filled out and turned in. In addition to that packet is the concussion safety regulations which must be on everyone's website. Director of Parks-

Maintenance Travnicek addressed the documents need to get in on the Association check list. Indicating anything outstanding will be reported at the May Board meeting. Director of Maintenance Travnicek reported on the revised blackout days which was included in an email of March 29<sup>th</sup> which is also included in the packet. Director of Parks Travnicek opened meeting to questions. Mr. Erikson asked about the holes for new electric lines wondering who is responsible for filing them in. Director of Parks-Maintenance Travnicek indicated Com Ed is responsible but they are not always responsive. Director of Parks-Maintenance Travnicek reported he did not get any notice regarding the work being done at Bentley. Director of Parks-Maintenance Travnicek reported in the past Com Ed tore up Jacob Field in order to get their pole in and after many phone calls a guy came out with a bag of dirt and seed. Mr. Erickson reported on the open pit by south and north transformer and between B7 and B10. Director of Parks-Maintenance Travnicek reported on field number 2 berm that has been in place for 20 years and indicated it is starting to erode. Director of Parks-Maintenance Travnicek reported he contacted the school to inquire if any changes were made to the drainage and is awaiting a response.

Mr. Shannon requested at the December meeting an electronic copy of the street boundaries. Mr. Erickson reported he received the 40 pages of boundaries. Director of Parks-Maintenance Travnicek thanked everyone for attending the meeting including the Associations that are not in season. Reminding everyone the next meeting is August 1, 2016. Commissioner Fischer adjourned the Tri-Annual Meeting of April 4, 2016 at approximately 8:35pm.

**Adjournment**

Respectfully Submitted,  
Kimberly Pohrte  
Recording Secretary