

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, September 21, 2016 at approximately 6:00 p.m. in the Board Room of the Village Hall, New Lenox, Illinois.

### **GENERAL FUNCTIONS:**

**Call to order** President Fischer called the September 21, 2016 meeting to order at approximately 6:00 p.m.

**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, Larson, Schulz, Thomson, and President Fischer.

**Also in Attendance** Executive Director Greg Lewis, Director of Recreation Shirley Braglia, Communications/Marketing Supervisor Lauren Lotz, 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 August 31, 2016. President Fischer requested any questions or comments regarding the Monthly Treasurer's Report for August 31, 2016. Hearing no questions or comments, President Fischer requested a motion to approve the Treasurer's Report as presented for August 31, 2016. Motion made by Commissioner Larson, 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 August 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 August 31, 2016. Motion made by Commissioner Schulz, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Consent Agenda** Approval of Special Board Meeting Minutes of July 27, 2016 and Approval of the Regular Board Meeting Minutes of August 17, 2016  
President Fischer requested any questions or comments on the Consent Agenda. Hearing none; President Fischer requested a motion to approve the Consent Agenda as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

### **Committee & Staff Reports**

#### Business Services

President Fischer stated Business Services is currently busy working with auditors to complete the financials. President Fischer reported anticipated completion by the October meeting. President Fischer introduced Director of Business Services Kathy Lynch who introduced new staff members to the Board. Director of Business Services Kathy Lynch introduced Laurie Jacobs who has accepted a full-time Supervisor position in Business Services. Laurie first started with the Park District in 1996. She left in 1997 to start a family and returned in 2014. Laurie recently graduated with her Associates Degree in Accounting and has been an excellent addition to the team. Director of Business Services Kathy Lynch also introduced Louise Housman who has accepted a full-time Business Services Coordinator position. Louise left Frankfort Park District after 19 years of service and has brought a lot of experience and knowledge to the Business Services practices. We are happy to have her onboard.

Facilities/Planning

Commissioner Thomson highlighted community strength as a source of room rentals and banquet rentals sighting social media as a great place to highlight the Park District rental opportunities. President Fischer requested any questions or comments.

**Golf Course**

Golf Course

Commissioner Kraemer reported the golf course is in the process of getting ready for fall. Commissioner Kraemer reported the grounds revenues are up, declaring it has been a very successful year. Commissioner Kraemer reported the course is in great shape, bunkers in great shape, commenting that rain is usually an issue, but explained the maintenance staff has done a good job maintaining the greens. Commissioner Kraemer reported there are six foursomes open for the Metamucil Outing in October. Director of Golf Bob Schulz announced the Chili Open is coming in November and it sells out fast.

**Parks/Development** Development Project.

Commissioner Larson reported the bid for Taylor Glen came in \$24,000 less than was budgeted. Commissioner Larson extended his thanks to Commissioner Thomson for his work with the rebel's organization, explaining the importance of out of district fees, working together to keep a positive relationship with the community and staying consistent. Commissioner Larson reported Wildwood lighting in the works and Firefighters park repairs were completed. Commissioner Thomson explained his conversations regarding the out of district fees and the main focus being to the taxpayers and residents of New Lenox. Director of Parks-Maintenance George Travnicek explained they are working with the village on the transfer of deed and title for Water Chase and the turf work and asphalt work will begin soon. Director of Parks-Maintenance Travnicek reported all Associations are in summer/fall seasons, and no reporting of parking issues. Director of Parks-Maintenance Travnicek reported construction has begun on scorekeeper/storage building at Lion's Den.

**Recreation**

Asset of the Month

Executive Director Lewis read the Asset of the Month "Commitment to School & Learning", young person is actively engaged in learning. "Individual commitment to a group effort-that is what makes a team work, a company work, a society work, a civilization work."

Lincolnway Special Recreation

Executive Director Lewis reported a lot of events coming up for LWSRA, including a sports banquet and a 40<sup>th</sup> Anniversary event. In addition, the South Suburban League has chosen LWSRA for their cause in an upcoming November 5th event at the Olympia Fields Country Club. Executive Director Lewis also reported LWSRA is going through some growing pains and in the process of putting in procedures to ensure compliance with the new overtime laws. Executive Director Lewis also reported LWSRA is working on balancing their budget. Executive Director Lewis commented on the job Director Keith Wallace is doing for LWSRA stating Director Wallace continues to excel.

Proud of American Days

Executive Director Lewis reported for the first time Proud American Days reported a negative. Executive Director Lewis explained the goal is to break even and to cover the expenses. Executive Director Lewis report the weather on Thursday and Friday contributed to the hit we took and caused more expenses with material and man power to make the grounds safe. Executive Director Lewis commented on the outstanding job by

the Park District employees, especially with all the challenges and the safety compliance issues. Executive Director Lewis also reported due to the unstable weather the event had to be cut short and an evacuation plan was put into effect. Executive Director Lewis reported we have another year with the property and planning begins for next year. Executive Director Lewis reported on the Sunday Military Tribute explaining the House of Representatives, Bill Foster, was able to honor three veterans into the Congressional Record making this a special occasion. Communications/Marketing Supervisor Lauren Lotz reported the chief of staff for Representative Bill Foster was at the tribute and was moved by the event which honored three World War II veterans. Communications/Marketing Director Lauren Lotz commented on what an honor it was for us and the veterans to be a part of this tribute and the fact that these veterans will now be included in the Congressional Record. Executive Director Lewis commented that a lot of community positives to take away from Proud American Days even with the slight loss. Director of Recreation Shirley Braglia extended her thanks to the Friends of the Park for their contributions to the Baby Contest. Director of Recreation Shirley Braglia reported only one night of bags this year, commented on the success of the Classic Car Show and the Craft Fair. Commissioner Larson read a letter he received from a resident regarding the stride-ride bike event this summer thanking the Park District for the event and the positive outcome for their child. Commissioner Larson also reported on the upcoming Big Bad Pumpkin Party, Sunday October 9<sup>th</sup>, free event and the Boo and Brew event, October 22 at the Sanctuary Golf Course.

## **New Business**

### *Ordinance #16-09-01. An Ordinance Declaring Currently Owned Property as Surplus and Authorizing Its Disposal*

Attorney Vitiritti explained the purpose is to declare the property as surplus so it can be disposed of, the property is no longer useful to the Park District. President Fischer requested a motion to approve the Ordinance #16-09-01. An Ordinance Declaring Currently Owned Property as Surplus and Authorizing Its Disposal as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.

### *Taylor Glen Bid Approval*

Director of Parks-Maintenance George Travnicek reported on the Taylor Glen Bid opening, explaining out of four bids submitted two were disqualified because they lacked all the documentation required. Director of Parks-Maintenance George Travnicek reported on the two bids remaining, recommending Green Up Landscape LLC, adding they had the lowest bid and their references were favorable and they have done work for the Park District in the past. Executive Director Lewis explained the vetting process involved in assuring the bid as a qualified bid and a qualified company. Director of Park-Maintenance George Travnicek explained the work could be completed by November if all the equipment arrives on time and weather cooperates. President Fischer requested a motion to approve the Green Up Landscape for installation of playground equipment at Taylor Glen for \$208,534.00. Motion made by Commissioner Thomson, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

## **Questions & Comments from The Floor**

Cherry Hill Homeowner's Association representative, Matthew Prince; addressed the Board thanking them for approving the days for the Homeowners Association to use the Cherry Hill Park Pavilion for their holiday events. In addition, the Cherry Hill Homeowner's Association would like the Board to consider installing a light on the flag pole and an outlet to light the Holiday tree lights. Director of Parks-Maintenance George Travnick reported the light for the flag would be installed within thirty days, it has been approved.

**Community Events** President Fischer announced the upcoming events as follows:

### **New Lenox Lions Club**

LIONS CLUB MEMBERSHIP DINNER—"See What We Do!"

Wednesday, September 28, 2016 @ 6:00 pm

Lions Community Center, Bi-Centennial Room, 1 Manor Drive, New Lenox

Please join us for dinner and refreshments along with a wonderful opportunity to learn more about our organization; what we do for our community and the various service and volunteer opportunities available. Please RSVP to Dan Fremgen at 708.707.3601

### **New Lenox Friends of the Park**

Third Annual 55+ Metamucil Outing at the Sanctuary Golf Course on Tuesday, October 11<sup>th</sup>, \$45 per golfer. Registration forms can be picked up at Sanctuary Golf Course and the Park Districts Administration Building.

### **New Lenox Historical Society**

Annual Oktoberfest, Wednesday, October 12<sup>th</sup> from 4:00pm to 8:00pm, New Lenox VFW Post. The annual fundraiser features a wonderful German dinner. Adult tickets \$10/each, children under 10/\$5.00. For additional information call Historical Society at 815-495-5576.

### **New Lenox Library**

Ghouls and golf, October 30<sup>th</sup> from 11:00am to 4:00pm. Event features mini-golf inside the library. Twelve and under and 55 and over are \$3 per person, other adults \$5.00. Contact the library at 815-485-2605 for more information.

## **Director/Commissioner Comments**

Executive Director Lewis reported he is working with the Friends of the Park on donations for Taylor Glen and the golf course expressing the need to finalize the two projects to get the work done. Executive Director Lewis explained if people want to get involved, the Friends of the Park information is on our website. Executive Director Lewis reported petitions now open and available at the Administration Building. Executive Director Lewis explained we need to get word to the public and to our athletic association on all the things we do. Executive Director Lewis explained people forget what we do to support community athletics and the schools. Executive Director Lewis reported the current tax rate is under .25, and that is why user fees and out of district fees matter. Executive Director Lewis reported currently we charge a \$25.00 out of district fee for athletics and those funds help. Executive Director Lewis explained if the tax rate is frozen, we won't have the money to complete our parks explaining nobody builds

parks, we do. Executive Director Lewis conveyed thanks to the staff who allow us to do a great job for the community.

Commissioner Schulz thanked George and his staff for all their work on the Taylor Glen Park, meeting with residents, answering questions and getting Taylor Glen Park up and running.

Commissioner Thomson thanked the staff for all their hard work during Proud America Days commenting on what an outstanding event it is and the loss can be absorbed by the cushion with the park being under budget.

Commissioner Kraemer welcomed both Laurie and Louise to the Park District and thanked all the PAD partners and the volunteers and vendors. Commissioner Kraemer also thanked the summer staff for their work on the summer programs, explaining there was good feedback from the public. Lastly, Commissioner Larson wished George luck with Taylor Glen, explaining it's been a long time coming.

Commissioner Larson thanked the staff for doing a great job including Bob and the golf course staff and a big thanks to Lauren for the military tribute. Commissioner Larson thanked Ted for being the master of ceremonies at the baby contest. Commissioner Larson also thanked Matt and the Cherry Hill Homeowner's Association for their involvement in the community.

President Fischer thanked the members on the athletic committee (Commissioner Larson and Commissioner Thomson) for forming the out of district policies, declaring almost 50% of the budget based on user fees. President Fischer explained that the situation in Springfield and the tax levy issue makes it important to keep funding our programs the best way we can. Also President Fischer commented that we need to get the word out to the community on what we do, mowing lawns, marking fields, putting out trash.

Executive Director Lewis commented on the out of district fee issues and the complexity of our boundaries and thanked the volunteers and the Commissioners that help us get the work done explaining it is not an easy task.

President Fischer reminded everyone about the Metamucil Golf Outing on October 11<sup>th</sup>, also on October 22<sup>nd</sup>, the 3<sup>rd</sup> Annual Boo and Brew at the Sanctuary Golf Course.

## **Adjournment**

At approximately 6:50 p.m., President Fischer requested a motion to adjourn the September 21, 2016 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,  
Kimberly Pohrte, Recording Secretary