

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, October 19, 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 October 19, 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, Deputy Director of Recreation Lea Pipiras, 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 September 30, 2016. President Fischer requested any questions or comments regarding the Monthly Treasurer's Report for September 30, 2016. Hearing no questions or comments, President Fischer requested a motion to approve the Treasurer's Report as presented for September 30, 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 September 30, 2016. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for September 30, 2016. Motion made by Commissioner Thomson, seconded by Commissioner Schulz. Upon a roll call vote, all were in favor and the motion passed unanimously.

Special Guests *Fiscal Year 2015-2016 Audit Presentation*

Mr. Ed McCormick appeared before the Board and presented a Fiscal Year 2015-2016 Audit Presentation. Mr. McCormick stated overall the district programs did have a slight decrease in assets this year but had a property tax decrease. He also stated the golf course reported an increase. Mr. McCormick asked if there were any questions. President Fischer wanted to highlight from the Management Analysis Report which Mr. McCormick put together; New Lenox property tax which we collected this year was equal to our property tax collected in 2007-2008. President Fischer also stated the property taxes collected went down 19%. President Fischer stated our two sources of revenue are our tax levy and user fees. President Fischer then added if we do not take on anymore debt in four to five years, we will be 100% debt free. Commissioner Thomson stated essentially the Park District is debt free right now then asked Mr. McCormick in his transmittal letters which talked about the adjusting entries, which appear to be small, if he would classify it as such. Mr. McCormick reported with a budget of our size there are relatively few entries and what he received as preliminary numbers and what the Commissioners are seeing on a monthly basis, there's not a significant difference between the audit and the final numbers. Commissioner Thomson also asked Mr. McCormick if there is much difference in what other park districts are doing compared to what we are doing. Mr. McCormick stated golf courses are a challenge especially in the state of Illinois but our golf course showed positive increase in depreciation which is

unusual and other parks districts would be envious. Commissioner Thomson also stated there are purposes for having the debt but we just have not found the need for it, so when the time comes we need to invest in the infrastructure of our park district but we are very prudent of our resources. Commissioner Kraemer stated we are doing very well with our golf course and we have made a lot of changes and it's important for our tax payers to know that our golf course is a viable business and not somewhere to throw tax payer dollars. Executive Director Lewis stated the golf course with the expenses and the revenue is going in the right direction. Executive Director Lewis continued to state from a revenue standpoint, with the golf course, we budgeted new capital outlay to make up for the land acquisition, building and the capital fund to make improvements to parks which came from surplus from fees and charges. He also stated to reissue debt, we have to go to our taxpayers which is not easy. We are operating on \$0.25 but the public needs to know if you want park development or facilities, we have to have support in the future. That is why we are dependent on grants and outside sources and eventually referendum. Executive Director Lewis stated from an operation standpoint we are doing everything we can to manage that money. President Fischer stated that we are very good stewards of the taxpayer's money. President Fisher requested any questions or comments. Mr. McCormick thanked everyone for the opportunity to present his presentation in front of the Board.

PAD 2016 Partner Organizations Check Presentation

Communications/Marketing Supervisor Lotz recognized the PAD partners and presented their checks for their support and help with the 2016 Proud American Days Festival. Communications/Marketing Supervisor Lotz also mentioned the donation check from BMO Harris Bank will be donated to the Susan G. Komen Fund. BMO Harris Bank did not have a representative at the meeting. In addition, Communications/Marketing Supervisor Lotz presented a check to Treasurer Paul Manzi from Friends of the Parks, Jim Warren from the Knights of Columbus, Anna from the Lincoln-Way Music Boosters and Mary from the New Lenox Lions Club. The checks presented totaled \$2,992.50.

New Lenox Fire Protection/Foundation – Wreaths Across America Presentation

Fire Chief Steven Engledow and Trustee/Treasurer Tom Sauter appeared before the Board to report on Wreaths Across America Program which is raising money to put a wreath on each grave site at the Abraham Lincoln Cemetery in Elwood, IL to support our veterans who have served. This year the NLFPD, Village of New Lenox, American Legion, VFW, Culver's and Jersey Mike's are hoping to provide 1,800 wreaths to cover one section of the cemetery. Representatives will be at Culvers on October 24th and 25th from 4:00 p.m. to 8:00 p.m. and Jersey Mikes on November 11th and November 12th. Collection boxes will be placed across the village with 100% of the proceeds going to this program. All the money donated has to be in the Friday before Thanksgiving to order the wreaths. Donations can also be sent to the NLFPD at 261 E. Maple Street, New Lenox, please make checks out to Wreaths for Veterans.

Consent Agenda

Approval of Regular Board Meeting Minutes of September 21, 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
Fiscal Year 2015-2016 Audit

President Fischer requested a motion to approve the Fiscal Year 2015-2016 Audit as presented. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Facilities/Planning

Commissioner Thomson reported there has been maintenance in the buildings. We purchased a humidifier and fixed the hallway near the lunch room at 701 W. Haven. Also, the splash pad at Hibernia Park has been shut down for the year. The banquet rooms are still going strong. Director of Parks-Maintenance Travnicek reported Walker Country Estates splash pad will be winterized in two weeks.

Golf Course

Golf Course

Commissioner Kraemer reported high school golf has ended. Friends of the Parks outing went very well. The golf course received our new golf carts which are more fuel efficient along with having USB ports. Commissioner Kraemer also reported September was wet but had over 30,000 rounds again this year. Everyone is getting ready for Winter. Director of Golf Schulz stated all greens, tees and fairways have been aerated and have healed and are looking in great shape. Commissioner Thomson asked if there were any highlights from the high school golf team. Director of Golf Schulz reported Grace Curran won the women's individual state at 3A level and is a sophomore at Lincoln-Way Central and a New Lenox resident.

Parks/Development *Development Project*

Commissioner Larson reported construction at the Lion's Den Block Building is under roof and is under budget along with final inspections next week. The park in the Taylor Glenn subdivision is also under construction. Commissioner Larson reported the Taylor Glenn Park will have five or six new apparatuses which are new to our district. Commissioner Larson also stated all the old New Lenox Community Park District signs are being replaced with the new logo. Also, a light has been installed at Cherry Hill Park to illuminate the flag along with installing an outlet for the Cherry Hill Homeowners Association's Christmas lights. Commissioner Larson reported we are replacing cracked boards on benches with new boards. Commissioner Larson continued to report we have collected the deed for Sky Harbor and started to maintain the site. Director of Parks-Maintenance Travnicek presented images of the future park equipment at the Taylor Glenn location and reported the equipment should be in by Friday, October 21st and mulch will be delivered by the following Friday. He also reported the project will be completed a week and a half early. Director of Parks-Maintenance Travnicek presented images of the score keeper/storage building at the Lion's Den and reported this building will have more storage and air conditioning for the score keepers which was a vision by Executive Director Lewis. Director of Parks-Maintenance Travnicek also stated we want to continue the path which goes around the back and along the left field foul lines so people can walk around the park.

Recreation

Asset of the Month

Executive Director Lewis read the October Asset of the Month.

Special Recreation

Monthly Reports, Staff Report, Monthly Financial Reports

Executive Director Lewis presented a video highlighting moments at Lincolnway Special Recreation. Executive Director Lewis reported Lincolnway Special Recreation has a lot of events coming up including Truck or Treat which is held on October 29th, a 5K race for the first time with the homeowners group which is around the site, a sports banquet and a 40th anniversary with their foundation. Executive Director Lewis reported everything is progressing very well, the number of participants and hours are increasing which has a lot to do with the building now. Executive Director Lewis presented a LWSRA video recap.

Proud of American Days

Executive Director Lewis reported Proud American Days had an overall loss of this year. Executive Director Lewis also stated extra money was spent on mulch to fix the muddy grounds. Executive Director Lewis stated we will not get confirmation before the first of year whether or not Menards will be starting construction. Executive Director Lewis added we have a great and talented team.

Commissioner Schulz reported the Winter/Spring catalog will be mailed out with the New Lenox Patriot Newspaper on November 17th. Commissioner Schulz also congratulated Deputy Director of Recreation Pipiras for passing her Certified Parks and Recreation Professional Exam on September 5th. Commissioner Schulz continued to report we have the adult flag football turkey tournament which will be on November 12th. The registration deadline is Friday, November 4th and only a limited number of teams can register; the fee is \$200. We also have our Gobbler Gauntlet 5K on Saturday, November 21st at Sanctuary Golf Course, registration has started. Commissioner Schulz then presented a video.

New Business

Resolution #16-16 Credentials Certificate - Annual Delegates to the Business Meeting of the IAPD

President Fischer stated the Delegate will be Executive Director Greg Lewis, 1st Alternate will be Commissioner Dale Larson and 2nd Alternate will be Vice President Ted Schulz. President Fischer requested a motion to approve the Resolution#16-16 as presented. Motion made by Commissioner Thomson, seconded by Commissioner Kraemer. Upon a voice vote, all were in favor and the motion passed unanimously.

Public Notice: Annual Posting of Regular Park Board Meetings

President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Public Notice: Annual Posting of Regular Park Board Meetings as presented. Motion made by Commissioner Schulz, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

Annual Renewal of the General Liability Insurance

President Fischer reported an additional policy had been taken out for Proud American Days in case one of our police officers got injured on our property during Proud American Days. Executive Director Lewis also reported this policy was going to be taken out only for the four-day festival but we negotiated it for the entire year. Executive Director Lewis also reported for the size of our operation, we increased our policy to a billion dollars. President Fischer requested any questions or comments. None were noted. President Fischer requested a motion to approve the General Liability Insurance

for November 8, 2016 to November 8, 2017 as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Thomson. Upon a roll call vote, all were in favor and the motion passed unanimously.

PDRMA 2017 Health Plan Selection Form (NLCPD)

Executive Director Lewis reported we maintained what we offered a year ago, we had no increase of our placing. Executive Director Lewis also reported the only difference we marked yes in the domestic partner eligibility box, which we had not in the past. President Fischer requested any questions or comments. None were noted.

Community Events New Lenox Chamber of Commerce

2016 Halloween Fest

Saturday, October 29, 2016

New Lenox Village Commons from 1:30 p.m. – 3:30 p.m.

Events include performance by the Liberty and Martino Jr. High bands, Truck or Treat, Pumpkin Decorating Party, Halloween Surprise Egg Hunt, Costume Contest and More! Contact the Chamber at 815.485.4241 for full details.

New Lenox Fire Protection District

The New Lenox Fire Protection District has announced that their Pancake Breakfast will again begin on selected Saturdays at the District's Station 1 located at 261 E. Maple Street. The breakfasts are held from 8:00 a.m. – 10:00 a.m., one Saturday per month. Upcoming dates are October 15th, November 12th, December 10th, January 14th, February 11th and March 11th. The breakfasts are free to the public, but those who attend are encouraged to bring a food donation for our local food pantry. For more information, please contact Tim Hartnell at 815.462.0023 or visit www.nlfdfoundation.org.

New Lenox Library

Ghouls and Golf, October 30th from 11:00am to 4:00pm. Tickets are on sale now for this event featuring mini golf inside the library. 12 and under and 55 and over are \$3.00 per person and other adults are \$5.00 per person. Contact the library at 815.485.2605 for further details.

New Lenox Scouts Food Drive

On Sunday, November 13, 2016 the New Lenox Scouts will be conducting their 14th Annual Food Drive to support three local food pantries. Between November 1st and 8th, the Scouts will be distributing 12,000 brown grocery bags on the front doors of New Lenox residents. The Scouts are requesting non-perishable, non-expired food donations. The Scouts have a goal of collecting over 50,000 food items. Please consider giving what you can to help the Scouts and your fellow residents.

New Lenox Lions Club presents Blizzard Benefit

Will be held on Saturday, November 12, 2016 at the New Lenox Lions Community Center. The money that gets raised for this events helps families in the New Lenox area at Christmas time. It is \$3.00 a person which includes dinner, dancing, open bar, a Chinese auction and a live auction.

Village of New Lenox

Beginning October 31, 2016, the Village Hall will have new business hours. The hours will be Monday – Friday from 8:30 a.m. to 5:00 p.m. Trick-or-Treat hours for Halloween in New Lenox will be from 4:30 p.m. – 7:00 p.m. on October 31st.

**Director/
Commissioner
Comments**

Executive Director Lewis would like point out to the public that our Director of Business Services Lynch and Deputy Director of Business Acklin get the documents prepared to have a successful Audit performed and would like to thank them for their great job. Executive Director Lewis also congratulated Deputy Director of Recreation Lea Pipiras for passing the Certified Parks and Recreation Professional Exam.

Commissioner Schulz thanked the Proud American Day partners for all their efforts.

Commissioner Thomson added it was an example of all the departments coming together from the audit, to golf, Proud American Days; as well, and congratulations to everybody.

Commissioner Kraemer thanked the staff for doing a great job and for everything they have done. Commissioner Kraemer also stated our leaders are all trained well, those leaders then pass it on to the people who also help us.

Commissioner Larson stated our golf course is in the black and it is because of the hard work from our staff. Commissioner Larson sadly reported the passing of Commissioner Ray Stawick who was instrumental to our park district.

President Fischer thanked the staff for putting the audit together and to the Commissioners for all they do.

Adjournment

At approximately 7:30 p.m., President Fischer requested a motion to adjourn the October 19, 2016 Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Larson, seconded by Commissioner Schulz. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Lori Mennite, Recording Secretary