

DRAFT

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, June 17, 2020 at approximately 6:00 p.m. in the Board Room of the Village Hall, New Lenox, Illinois.

GENERAL FUNCTIONS:

- Call to order** President Schulz called the June 17, 2020 meeting to order at approximately 6:00 p.m.
- Pledge of Allegiance** President Schulz led the Board, Staff, and all others present in the Pledge of Allegiance.
- Roll Call** The Regular Board Meeting of the New Lenox Community Park District's Board of Commissioners will be held via video conference as permitted by the Gubernatorial Disaster Proclamation in response to COVID-19. In accordance with 5 ILCS 120/7(e), the head of the public body has determined that an in-person meeting of all of the individual Board members under the Open Meetings Act is not practical or prudent. Further, the physical attendance at the regular location of a Board member, legal counsel or chief administrative offices is not feasible. Therefore, the meeting will be held virtually with contemporaneous attendance available for members of the public by the Zoom platform. The New Lenox Community Park District's were present via video. President Schulz directed the Recording Secretary to take roll call. Upon taking roll call, the following were present, Commissioners: Thomson, Fischer, Larson, Kramer and President Schulz.
- Also in Attendance** Executive Director Greg Lewis, Director of Recreation Lea Pipiras, Director of Parks-Maintenance George Travnicek, Director of Golf Bob Schulz, Director of Business Services Kathy Lynch, 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 May 31, 2020 and April 30, 2020 with Year-End Adjustments. President Schulz requested any questions or comments regarding the monthly Treasurer's Report for May 31, 2020 and April 30, 2020 with Year-End Adjustments. Hearing no questions or comments, President Schulz requested a motion to approve the Treasurer's Report as presented for May 31, 2020 and April 30, 2020 with Year-End Adjustments. Motion made by Commissioner Fischer, 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 as presented for May 31, 2020. President Schulz requested any questions or comments. Hearing none, President Schulz requested a motion to approve the Payment of Bills as presented for May 31, 2020. Motion made by Commissioner Larson, seconded by Commissioner Thomson. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Approval of Minutes** Approval of the Regular Meeting Minutes of May20, 2020
President Schulz requested any questions or comments on the Public Meeting Minutes of May 20, 2020. Hearing no questions or comments, President Schulz requested a motion to approve the Regular Meeting minutes for May 20,2020 as

presented. Motion made by Commissioner Kraemer, seconded by Commissioner Thomson. Upon a voice vote, all were in favor and motion passed unanimously.

**Committee & Staff
Reports**

Business Services

Commissioner Thomson reported the year-end audit is being finalized and on track for June 29th. Commissioner Thomson noted there has been ongoing dialogue about touchless/contactless credit card processors. Director of Business Services Lynch noted we are actually ahead of schedule for the audit because of being able to scan documents in to the auditors. Executive Director Lewis commented we are reaching out for the touchless/contactless terminals and getting some clarification.

Tentative Budget & Appropriations Ordinance #20-05-01 Status Update

Executive Director Lewis commented we are on track with the line item budget; the posting for the public to view the draft budget is out which meets the law requirements and we are on track for the Budget & Appropriations Ordinance for approval at the June board meeting. Executive Director Lewis noted the Illinois Municipal Code has been amended per Public Act 101-640. We are on track for approval next month with the filing at Will County occurring in the 30 days after its passage.

Facilities / Planning

President Schulz reported staff is doing a fantastic job with keeping all facilities clean and disinfected.

Golf Course

Golf Course

Commissioner Kraemer reported the course opened up in May with 8 golfers per hour; we flooded twice in May and were able to open up the last 3 days for Food & Beverages on the deck. Commissioner Kraemer noted hold 5's drainage was great and worked well with the heavy rains. Director of Golf Schulz noted there is movement about Gaming hopefully next Friday with 3 machines being able to be used; along with the Clubhouse being able to open with limited capacity. He also noted shotgun outings of 50 or less will be able to happen in Phase 4. Director of Golf Schulz thanked the volunteers who built the deck on the back of the clubhouse; it has been a great investment. Commissioner Kramer noted it is sad to not see the Junior Golfers on the course on Tuesday's right now.

Parks/Development

Development Projects Update

Commissioner Larson noted the baseball and soccer associations will have a short season by following the COVID-19 guidelines. He noted the skate park, tennis courts, and basketball/volleyball courts are open now. Director of Parks Maintenance Travnicsek noted Leigh Creek South was late coming out of the gate but once we start going and move forward the completion of the park should be done in October. Director of Parks-Maintenance Travnicsek noted the Tri-Annual meeting is Monday, July 13th at LCC Entry A. Director of Parks-Maintenance Travnicsek commented the associations were much better this spring with providing the required documents than in the past.

Recreation

Asset Quote of the Month

Executive Director Lewis read the quote out loud.

Special Recreation Update

Executive Director Lewis reported they are working through the budget and they are not opening yet as the CDC is over the ADA requirements. However, they are gearing up to offer some in house programs over time. Currently only full time is working in the building. They brought the accounting in house for better check and balances; along with using HR source and updating the policies and procedures.

Proud American Days 2020 Update

President Schulz read out loud the press regarding Proud American Days 2020 is cancelled due to the COVID – 19. Executive Director Lewis informed the board and public that letters were sent out, calls were made and everyone has been positive as can be and understandable. There has been some confusion with us being lumped with the Village but we are doing the best we can. Executive Director Lewis noted Carnivals may become something of the past. President Schulz noted our staff did extremely well with all the contracts with virtual no loss and thanked staff for their hard work during this time. Executive Director Lewis commented the donations we have received are going to be going to different areas.

Commissioner Fischer noted we have slowed down dramatically with programming revenue. He noted Camp Wewannago which typically has 300+ campers currently have 10 campers who took advantage of the June camp offering. Currently we accepting registrations for the July Camp but moving slow. Splash Pads are ready but currently closed due the Executive Order along with all Playgrounds. Director of Recreation Pipiras noted we are ready for July and summer.

Unfinished Business

2020/2021 Committee Assignments

President Schulz noted the assignments are the same as last year.

New Business

Approval of Updated Board of Commissioner Charter and Committees

President Schulz requested a motion to approve the updated Board of Commissioner Charter and Committees. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon roll call vote all were in favor and the motion passed unanimously.

COVID-19 Updates/Work in Progress – Athletic Association Field Guidelines

President Schulz commented this was for the board's knowledge that we have received guidelines from Rebels, Soccer, and Softball.

Resolution #20-05 Authorizing the Executive of an Option and Lease Agreement Between the New Lenox Community Park District and Central Sates Tower IV, LLC (Verizon Wireless)

President Schulz noted this is being tabled until next month.

Resolution #20-06 Designating Additional Freedom of Information Officers and Open Meetings Act Officers of the New Lenox Community Park District

President Schulz asked if there were any questions. Hearing none, President Schulz requested a motion to approve Resolution #20-06 Designating Additional Freedom of Information Officers and Open Meetings Act Officers of the New Lenox Community Park District. Motion made by Commissioner Fischer, seconded by Commissioner Larson. Upon roll call vote all were in favor and the motion passed unanimously.

New Lenox Mustangs Football Association – Martino Jr. High – 2020 Site Improvements Project

Executive Director Lewis noted we are working with the Village regarding the water and tap on fees for this project; we sent a letter in for the Village's Board Meeting on Monday. At this time, they are giving a 4-year payment plan of \$13,248.00, the building permit fees are going to be waived. School District 122 is good with the site improvement and their board will not be voting on this; but we will be to move forward. Commissioner Larson would like to see the Park District help with the cost and mentioned possibly use the rent money from Walona to help out. Commissioner Larson would like to have a discussion next

month regarding what the district plans to use the rent money. President Schulz noted next board meeting will have a more definite number for what Verizon plans to pay for the rental we can discuss and determined then and currently doesn't mind helping out but let's let this site improvement go to the Village board first to see what the final costs will be. Commissioner Thomson would like to see a financial study done for all the associations; not in favor at this point for this to be committed to just one association. Executive Director Lewis noted we are making the request on Mustangs behalf and they are able to cover the costs for the four-year payment plan; there will be more information to come. Moving forward this would be the developer's responsibility to provide hookups. Are we good to move forward with the project? Executive Director Lewis noted legal counsel did an excellent job with the Verizon contract on our behalf. President Schulz asked if there were any further questions. Hearing none, President Schulz requested a motion to approve the New Lenox Mustangs Football Association – Martino Jr. High – 2020 Site Improvements Project. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon roll call vote, all were in favor and the motion passed unanimously.

Adjournment

At approximately 6:43 p.m., President Schulz requested a motion to adjourn the June 17, 2020, Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Fischer, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Jacque Tuma
Recording Secretary