

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, May 20, 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 May 20, 2020 meeting to order at approximately 6:11 p.m.
- Pledge of Allegiance** President Schulz led the Board, Staff, and all others present in the Pledge of Allegiance.
- Roll Call** The New Lenox Community Park District's Board of Commissioners were permitted by the Gubernatorial Disaster Proclamation in response to COVID-19 Executive Order 5 exempting Open Meetings Act for the physical presence of the Commissioners at the meeting and permitting Commissioner attendance by video, audio, or telephone access. 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 April 30, 2020 without year-end adjustments. President Schulz requested any questions or comments regarding the monthly Treasurer's Report for April 30, 2020. Hearing no questions or comments, President Schulz requested a motion to accept the Treasurer's Report as presented for April 30, 2020. 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 April 30, 2020. President Schulz requested any questions or comments. Hearing none, President Schulz requested a motion to approve the Payment of Bills as presented for April 30, 2020. Motion made by Commissioner Fischer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Communications** Letters to US Senator Durbin, US Senator Duckworth & US Representative Foster – COVID-19 Funding Assistance
President Schulz noted the park district sent out letters to our US Senators and US Representative regarding COVID-19 Funding Assistance for park districts in the next stimulus cycle.
Letter to Illinois State Senator Hastings – Back2Golf Information
President Schulz noted the park district sent information to Senator Hastings regarding golf returning back to foursomes. This was just information purposes for the board.
- Approval of Minutes** Approval of the Regular Meeting Minutes of April 15, 2020
President Schulz requested any questions or comments on the Public Meeting Minutes of April 15, 2020. Hearing no questions or comments, President Schulz requested a motion to approve the Regular Meeting minutes for April 15, 2020 as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. 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 on track for June 29th. The Park District received 10% of our premium from IPARKS (Liability Insurance Carrier) due to COVID-19.

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

Executive Director Lewis noted this will be presented in June with the passing of it in July which is the extent of law. We are working with the bare necessity with the cash flow we currently have. Executive Director Lewis commented we are in a great position fiscally right now than most districts. We were able to do a projection of the first quarter with revenues and expenditures, this was a good exercise for staff to how far we can stretch our funding. Executive Director Lewis noted by the end of May programming and golf will see a net loss in self-generated revenue of \$861,00.00; if this continues through the first quarter it is estimate the district will lose in self-generated revenue \$1.3M. Moving forward the district will be looking at each quarter to see where we are at fiscally. Commissioner Thomson noted he wanted to make sure our bond rating is maintained at what it currently is at and wanted to make sure the district was in a solid state without having to make any knee jerk reactions. Commissioner Thomson noted he hopes we never have to go through something like this again. Executive Director Lewis note other district are already having to borrow funds to keep going; we are in a great position and will continue to protect our position in the future. Executive Director Lewis noted we are ready for what comes next and staff is willing and ready to do what needs to be done.

Facilities / Planning

President Schulz reported staff is doing a fantastic job with keeping all facilities clean and disinfected. President Schulz noted plexiglass sneeze guards have been installed at the main counter at 701. President Schulz noted the park district will be receiving an incentive check in the amount of \$7,032.00 from ComEd for participating their Energy Efficiency Program that included our Administration Building along with the Parks Maintenance Shop. Director of Parks-Maintenance Travnicsek commented the splash pads are being prepped for when they can open when we are given the green light.

Golf Course

Golf Course

Commissioner Kraemer reported the course was closed due to the Governor's Executive Order; everything was closed completely. The golf course staff continued to work by mowing the course, prepping the tee boxes, and putting finishing touches on the 5th hole. We were ready to open with a skeleton crew for the May 1st Director of Golf Schulz noted there is positive things coming from the Governor's office with foursomes starting in Phase 3 which starts Friday, May 29th. Director of Golf Schulz noted he has a task meeting on Thursday on zoom where it will be discussed to open the range by 50% its capacity, the gatherings for F&B, and cart restrictions for the next phase. Director of Golf Schulz noted leagues are ready and the pro shop is ready with touchless. The rain and flooding took out 9 holes; hopeful it'll dry soon to reopen.

Parks/Development

Development Projects Update

Commissioner Larson noted an agreement with PRI and George's Landscaping for Leigh Creek South Park Development has been reached for a start date; equipment has been ordered. Commissioner Larson also informed the board we receive the contract for Sky Harbor's OSLAD grant; which has been signed by the park district and returned to the state. Once they execute the contract, we

have 2 years to complete the project. Executive Director Lewis noted there may be language to extend the 2-year window to completing the project in a timely fashion; we will get Leigh Creek South done then Sky Harbor. There was another opportunity for a grant program but our current PARC project won't qualify for it.

Commissioner Larson noted Mustangs are adding a new storage building with running water and sewer. It was noted there has been good communication between the Director of Parks-Maintenance Travnicek and the associations. Executive Director Lewis noted over the weekend the Sparks were on the fields and voicing squatter rights; police did show up. Since social distancing is place a lot has become more relaxed but moving forward staff will be making more of presence throughout the park system with a staggered shift, the police will enforce the trespassing. Outside travel groups are able to play in Wisconsin and Indiana now; we are currently working with the associations on what the future will look like for playing. Executive Director Lewis commented right now tennis and golf are clear but unfortunately there are other areas that are not, such as camps and childcare. June 1st there can be 10 or less for groups with restrictions on what we can and cannot do. Playground restrictions are still enforced but hopefully those can be lifted sooner than later. Skate parks and basketball courts maybe open to reopen in the Phase 3. Commissioner Larson asked about gambling. Director of Golf Schulz noted that could come out in the middle of June. Commissioner Thomson asked about the Sparks utilizing our association's fields and noted they are not a recognized association; he asked if staff was present if the police would show up. Executive Director Lewis noted they would. Commissioner Thomson asked about if a Commissioner called. Executive Director Lewis asked for Commissioner to call either him or Director of Parks Maintenance Travnicek. Executive Director Lewis noted we do have a zero tolerance and so does the school district.

Commissioner Larson noted Blue Mountain Landscaping is doing a great job. Director of Parks-Maintenance Travnicek noted Leigh Creek South the stakes are in the ground; contractor has been called to put in the sill fencing and is hopeful the project should be completed by the end of September beginning of October. Director of Parks-Maintenance Travnicek comment Mustangs are anxious to see what the fall holds; travel for soccer will start and camps in June. There are a lot of unanswered questions on how to proceed. Executive Director Lewis noted there hasn't been a green light for anything games yet.

Recreation

Asset Quote of the Month

Executive Director Lewis read the quote out loud.

Special Recreation Update

Executive Director Lewis reported the monthly financials look good, the year-end audit was good, the budget was tabled along with raises being put on hold. LWSRA has cancelled all their summer programs which most SRA's have done due to COVID-19; they have all gone to virtual programs. Executive Director Lewis congratulated Melissa Jensen as being named the Superintendent of Recreation; she's a New Lenox resident and has been with LWSRA her whole career.

Proud American Days 2020 Update

Executive Director Lewis noted we are ready either way but in reality, not sure how an event like this can still go on. There would be a fraction of people for Special Needs Day because of social distancing. In the next week or two a

decision will need to be made; right now, we are not accepting any new donations.

Commissioner Fischer congratulated the Recreation Department on \$2M in revenue this past fiscal year. Great job adjusting and everything seems to be well received from the public. It was noted programming Camp Wewannago will be a smaller version this year in June with the hopes a modify version will be held in July. Tuesday, May 26th registration opens for Camp Wewannago for just online. Commissioner Fischer noted staff will be following guidelines with taking the children's temperature when they arrive, social distancing, etc. Commissioner Fischer noted the first quarter is going to be rough but we will weather the storm and he has a ton of respect for our recreation staff. Commissioner Thomson asked what 3rd party we have been using regarding planning. Director of Recreation Pipiras noted CDC, IDHP, IAPD, NRPA, and other resources. Executive Director Lewis commented our recreation department has been the spearhead for what programming is going to look like; just like Director of Golf Schulz. Director of Recreation Pipiras note splash pads are not opening in June; right now, we cannot afford staffing. Executive Director Lewis noted CDC guidelines for pools to open and we are working with Tinley Park Park District for more information. Commissioner Larson asked how many participants we had in the past. Director of Recreation Pipiras commented we have had approximately 300 or more participants. Director of Pipiras right now we are able to accept 45 kids into the program for June with the max at 50 this includes a counselor. Executive Director Lewis is hopeful we will have a wait list and we can go into the schools if possible. Executive Director Lewis noted each camper would have their own bucket of supplies; we will not be going on field trips but will be bring people in; this has been used in the past.

Annual Reorganization Of the Board

Election of Officers

President Schulz opened officer nomination for President. Ted Schulz was nominated by Commissioner Kraemer, seconded by Commissioner Larson. Upon a voice vote, all were in favor and Ted Schulz was appointed President.

President Schulz opened nomination for Vice-President. Brian Fischer was nominated by Commissioner Larson and seconded by Commissioner Kraemer. Upon a voice vote, all were in favor and Commissioner Fischer was appointed Vice-President.

President Schulz opened nominations for Secretary. Dale Larson was nominated by Commissioner Fischer seconded by Commissioner Thomson. Upon a voice vote, all were in favor and Commissioner Larson was appointed Secretary.

President Schulz opened nominations for Treasurer. Garry Kraemer was nominated by Commissioner Larson, seconded by Commissioner Fischer. Upon voice vote, all were in favor and Commissioner Kraemer was appointed Treasurer.

Committee Assignments

President Schulz noted this will be discussed at next month's meeting.

Appointment of Legal Counsel

President Schulz requested a motion to appointment Scott Wheaton & Associates as legal counsel for the park district. Motion made by Commissioner Kraemer, second by Commissioner Larson. Upon voice vote all were in favor and the motion passed unanimously.

New Business

Approval of the Annual American with Disabilities Act (ADA) Action Guide Line Report & Projects/Replacement

President Schulz asked if there were any questions or concerns with the Annual American with Disabilities Act (ADA) Action Guide Line Report & Projects/Replacement. Hearing none, President Schulz requested a motion to approve the Annual American with Disabilities Act (ADA) Action Guide Line Report & Projects/Replacement. Motion made by Commissioner Fischer seconded by Commissioner Larson. Upon roll call vote, all were in favor and the motion passed unanimously.

Amended General Use Regulation Ordinance #8

President Schulz asked if there were any questions or concerns with Amended General Use Regulation Ordinance #8. Hearing none, President Schulz requested a motion to adopt Amended General Use Regulation Ordinance #8. Motion made by Commissioner Kraemer seconded by Commissioner Thomson. Upon roll call vote, all were in favor and the motion passed unanimously.

COVID-19 Updates/Work in Progress

President Schulz noted everything looks really good and our staff is doing an amazing job. He thanked everyone for all their hard work during this time and other districts don't even come close to ours. Executive Director Lewis noted employee benefits have been suspended until costs can be covered this includes, the board as well for both programs and golf. President Schulz reiterated staff is doing an excellent job of adapting and everything is running smoothly. Commissioner Kraemer couldn't agree more. Executive Director Lewis thanked the five elected officials for allowing the directors to do their job during this time. He's meeting with the director on weekly bases and cannot imaging going through this without everyone's support and effort. Commissioner Kraemer noted our staff always thinks outside the box. Commissioner Laron note our staff never disappoints.

Adjournment

At approximately 7:10 p.m., President Schulz requested a motion to adjourn the May 20, 2020, Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Thomson, seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Jacque Tuma
Recording Secretary