

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, February 17, 2021 at approximately 6:00 p.m. in the Conference Room at 701 W. Haven Ave., New Lenox, Illinois.

GENERAL FUNCTIONS:

- Call to order** President Schulz called the February 17, 2021 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 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 Districts were present via video. President Schulz directed the Recording Secretary to take roll call. Upon taking roll call, the following were present, Commissioners: Kraemer, Fischer, Larson, Thomson, and President Schulz.
- Also in Attendance** Executive Director Greg Lewis 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 January 31, 2021. President Schulz requested any questions or comments regarding the monthly Treasurer's Report for January 31, 2021. Hearing no questions or comments, President Schulz requested a motion to accept the Treasurer's Report as presented for January 31, 2021. 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 January 31, 2021. President Schulz requested any questions or comments. Hearing none, President Schulz requested a motion to approve the Payment of Bills as presented for January 31, 2021. Motion made by Commissioner Thomson, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Communications** 2021-2022 IAPD Legislative Platform
President Schulz noted the report is in everyone's board packet; this is just informational for the board.
- New Lenox Chamber of Commerce – 2021 Annual Celebration Thank You
Executive Director Lewis noted this was a nice thank you for an event that was done virtually.
- IPRF -Thank You Letter
Executive Director Lewis noted this was also a nice thank you for the items the district donated for the IPRF Silent Auction.
- United States Department of Commerce – U.S. Census Bureau Thank You
Executive Director Lewis noted it is always good to have other government agencies who support each other and this was a nice thank you.
- Consent Agenda** Approval for the Tri -Annual Meeting Minutes of December 7, 2020
President Schulz requested any questions or comments on the Tri-Annual Meeting Minutes of December 7, 2020. Hearing no questions or comments, President Schulz requested a motion to approve the Consent Agenda as presented. Motion made by Commissioner Kraemer, seconded by Commissioner

Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

Approval for the Regular Minutes of January 20,2021

President Schulz requested any questions or comments on the Regular Minutes of January 20, 2021. Hearing no questions or comments, President Schulz requested a motion to approve the Consent Agenda as presented. Motion made by Commissioner Thomson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Committee & Staff
Reports
Business Services**

Executive Director Multiple Year (3) Employment Agreement Review

Commissioner Thomson noted to the Board this will be approved at our April Board meeting.

Commissioner Thomson noted the employee handbook will be updated with the new COVID vaccine information along with the exceptions if employees do not get vaccinated. Commissioner Thomson noted the Golf Course is moving to a different credit card processor which signatures are required by certain cards; this so be a more streamline process. Commissioner Thomson noted the Will County Treasurer's Office has changed the billing process from semi-annual to quarterly; at this time it is uncertain how this will affect the Park District.

Facilities / Planning

President Schulz reported the LED lighting project for the Golf Course Maintenance Shop has been rescheduled to the spring with better weather. President Schulz noted staff has been busy with snow and ice removal at all of our facilities. President Schulz noted rentals are starting to pick back up which is great.

Golf Course

Golf Course

Commissioner Kraemer reported the course is ahead of last January. The Penguin Open was a huge success with about 80 players; which were asked to bring a food item for the Food Pantry. 181 food items were donated and this will become an annual thing. Perms for 2021 are starting to have sign ups and currently all from 2020 are returning. Commissioner Kraemer noted no major equipment issues. The drainage project has been put on hold because of the frozen ground and snow.

Parks/Development

Development Update

Leigh Creek South Update

Commissioner Larson noted we are working on final documents to be submitted for audit and then send everything into IDNR

Sky Harbor Park Update

Commissioner Larson noted the AIA A101 Contract to develop the site has been sent to Integral Construction for their review and signature.

Commissioner Larson noted nothing has changed with Bristol Park and the sink holes.

Commissioner Larson noted Soccer is looking to build a 24ftx40ft shelter at Spence Campus; which will be a nice asset for the Park District and School District.

March Tri-Annual Meeting – DRAFT

Commissioner Larson noted Mustangs Football is planning on a shorten season beginning on March 1st through May 1st. They will be putting together a lighting request and possible snow removal from the field.

Commissioner Larson noted Blue Mountain Landscaping had a 2.75% price increase for 2021. Commissioner Larson noted the sledding hill at Schoolhouse Manor got a good amount of usage this year; unlike the ice rink at Haines Park due to the weather. Commissioner Larson noted staff once again did a great job with the snow and ice removals.

Executive Director Lewis noted the shelter which Soccer would like to install at Spencer Campus needs to have both the Park District and School District approval. As this will be a fixed asset for the Park District. Executive Director Lewis noted the lighting request from Mustangs needs to have the Board polled and then amended at the March meeting for formal approval. Executive Director Lewis note during his Joint Legislative meeting it was being noted to encourage the Legislators to keep the OSLAD funding in the budget as this is a dedicated funding by the real estate transfer tax. Not sure if we will receive the 200K up front for Sky Harbor but moving forward.

Recreation

Asset of the Month – Service to Others/Responsible Decision Making

Executive Director Lewis read the Asset of the Month.

Special Recreation Update

Executive Director Lewis the Valentine's Day kit was a big hit with 600 kits given out. They are doing one for St. Patrick's Day and are currently at 286 kits; this is a huge demand. Executive Director Lewis noted the whole field of SRA have a lot of Directors retiring which we could have lost Executive Director Wallace to another SRA but he is committed to LWSRA and declined. Salaries will be reviewed during the budget process. Executive Director Lewis noted LWSRA is using our model to project financially and they are monitoring their finances.

Proud American Days 2021 Planning

President Schulz noted more to come.

Commissioner Fischer reported the Recreation Staff attended a total of 34 hours of virtual sessions for the 2021 IAPD/IPRA Soaring to New Heights Conference. Commissioner Fischer noted the Recreation Department is slowly coming back and fingers crossed we keep moving forward. Commissioner Fischer commented on the compliment the district received for our sledding hill. Commissioner Fischer also announced the Flashlight Clover Hunt sponsored by Rocky Dellamano, Country Financial is scheduled for Friday, March 12th at Firefighter's Park.

New Business

Resolution #21-01 Authorizing the Execution of the Agreement with WorldPay Integrated Payments

President Schulz asked if there were any questions. Hearing none, President Schulz requested a motion to approve Resolution #21-01 Authorizing the Execution of the Agreement with WorldPay Integrated Payments. Motion made by Commissioner Thomson, seconded by Commissioner Kraemer. Upon roll call vote, all were in favor and the motion passed unanimously.

Resolution #21-02 Authorizing the Execution of the Agreement with RecTrac, LLC d/b/a Vermont Systems

President Schulz asked if there were any questions. Hearing none, President Schulz requested a motion to approve Resolution #21-02 Authorizing the Execution of the Agreement with RecTrac, LLC d/b/a Vermont Systems. Motion made by Commissioner Larson, seconded by Commissioner Fischer. Upon roll call vote, all were in favor and the motion passed unanimously.

COVID – 19 Updates/Work in Progress

IDPH News Release – Region 7 Moves to Phase 4; Restore Illinois -Phase 4 Revitalization; Will County Emergency Management Agency – Snow Plow Drivers; & NLCPD – COVID 19 Vaccination Information

President Schulz noted this is a work in progress and staff is doing a great job. Executive Director Lewis note we are now in Phase 4 which means capacity went from 25% to 50% which helps our rentals. New Lenox Community Park District is encouraging vaccination and there's a draft of the policies in the board packet which will have changes as we go. Angelo and HRMS are involved with these policies regarding COVID 19.

Executive Session Minutes Released June 2020-December 2020 Including Previously Withheld Minutes

Deputy Director of Executive Services Tuma noted there are none for approval.

Adjournment

At approximately 6:32p.m., President Schulz requested a motion to adjourn the February 17, 2021 , Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Larson, seconded by Commissioner Thomson. Upon a roll call vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Recording Secretary – Jacque Tuma