

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, April 20, 2022 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 April 20, 2022 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** President Schulz directed the Recording Secretary to take roll call. Upon taking roll call, the following were present, Commissioners: Kraemer, Larson, Fischer, Ott and President Schultz.
- Also in Attendance** Executive Director Greg Lewis, Director of Recreation Lea Pipiras, Director of Business Services Kathy Lynch, Director of Parks-Maintenance George Travnicek, Director of Golf Bob Schultz, 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 March 31, 2022. President Schulz requested any questions or comments regarding the monthly Treasurer's Report for March 31, 2022. Hearing no questions or comments, President Schulz requested a motion to approve the Treasurer's Report as presented for March 31, 2022. Motion made by Commissioner Larson, seconded by Commissioner Ott. 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 March 31, 2022. President Schulz requested any questions or comments. Hearing none, President Schulz requested a motion to approve the Payment of Bills as presented for March 31, 2022. Motion made by Commissioner Fischer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Communications** IAPD – Power Play Grant
President Schulz noted the park district has received the IAPD -Power Play Grant again.
- IAPD – Thank You Letter
President Schulz noted Executive Director Lewis received a thank you letter for participating in sending the Key Metric Agency Data Results for the IAPD.
- OSLAD Grants – Senator Joyce Letter
President Schulz reviewed a letter sent from Senator Joyce 40th district office regarding \$56 million appropriation for the 2023 fiscal year. President Schultz commented on feeling hopeful that the IDNR has the staff to get these projects rolling.
- Approval of Minutes** Approval of the Tri-Annual Meeting Minutes of March 14, 2022
President Schulz requested any questions or comments on the Tri-Annual Meeting Minutes of March 14, 2022. Hearing no questions or comments, President Schulz requested a motion to approve the Consent Agenda as presented. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and motion passed unanimously.
- Approval of the Regular Meeting Minutes of March 16, 2022
President Schulz requested any questions or comments on the Public Meeting Minutes of March 16, 2022. Hearing no questions or comments, President Schulz requested a motion to approve the Consent Agenda as presented. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and motion passed unanimously.

Committee & Staff Reports

Business Services

2021 – Levy Will County Tax Rate Calculation

Executive Director Lewis noted we will work with Attorney Vitiritti and Nick from the County. This is set based on our Levy Ordinance we do in December. We want to request the right amount of money because our goal is to not leave any on the table. Trying to get it into IRMF and the Liability Fund so we do not have to move it in the future. Whatever movement we make now resets once we send the Levy out next year. We're dealing with a lot of moving parts and adjusting as needed.

Full Time Introduction

President Schulz was pleased to announce our newest full-time staff which included Brooke Krol and Larry Hensley who both started on April 4, 2022. Brooke is joining as a Coordinator with years of experience in day-to-day agency operations. Larry has been promoted to a Maintenance Laborer based on his hard work and commitment to serving the Parks Department.

Entry Level Compensation Chart

President Schulz reported the Entry Level Compensation Chart will collapse Entry Levels 1 and 31 to bring Entry Level to \$15.00 Minimum Wage. This includes the Revised Pay Structure for FYE 2023, FYE 2024, & FYE 2025. President Schulz requested any questions or comments. Hearing none, President Schulz requested a motion to approve the Entry Level Compensation Chart will collapse Entry Levels 1 and 31 to bring Entry Level to \$15.00 Minimum Wage which includes Revised Pay Structure for FYE 2023, FYE 2024, & FYE 2025. Motion made by Commissioner Ott, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Personnel Policy including Fringe Benefits

President Schulz did a consensus of the board. The formal ordinance will come for approval in May. Executive Director Lewis added the Fringe Benefits will be included in the Personnel Policy along with any additional changes.

Facilities / Planning

Commissioner Ott reported it was another slow month for the facilities and planning report which is generally a good thing. Spring/Summer HVAC preventive maintenance was completed at all the buildings. Staff is gearing up and ready for concessions at both Walker and Hibernia. The Lions Community Center underground electric piping issue was less severe than we thought, which is a positive turn of events and new electric piping runs to parking lot lights at doors C & D due to said underground breaks. Rentals continue to go up, so we are thankful to our surrounding community.

Golf Course

Golf Course

Commissioner Kraemer reported the course had one of the better March's on record even though the weather was one of the worst on record. When we had some decent weather, we were jammed packed. Commissioner Kramer noted we are hosting the MAJGT in April once again, this will be the 14th straight year we have hosted an MAJGT event. It has come time to purchase a new range machine sooner than later since our old one is past its time after 15 years of service. This will bring us into the 21st century with range ball sales. Reporting on the food and beverage front, Commissioner Kramer added that the painting of the bar and grill is complete. Leading into the upcoming season, staff is hard to get like every other bar and grill operation in our area. Director of Golf Schulz is relying on college kids home for summer break to hire. Commissioner Kramer relayed our

grounds equipment is in really good shape. In the meantime, Golf Course Superintendent Eggert will be preordering some needed parts to sit on the shelf since they are getting harder to come by. Director of Golf Schulz noted to the public to make sure you use your golf tokens while the course is still utilizing our current range ball machine as it will be phased out in the summer months.

Parks/Development

Development Projects Update

Commissioner Larson noted Bristol Park grounds need to firm up before finishing construction. Director of Parks – Maintenance Travnicek noted Bisping will finish work this spring by removing 3 piles of spoils and install a new drain cover. All the rain over the last several weeks has kept this project open. Commissioner Larson noted there is no update on the Hibernia OSLAD Grant. Reporting on athletics, Commissioner Larson noted baseball, softball and soccer have their games beginning at the end of April with some games. Contracted mowing was delayed due to snow on the ground but will be resuming shortly. R.S. Corcoran’s shelter is being painted along with the small storage building off the parking lot. Regarding contracted services, Commissioner Larson noted Sign Stop has made the Sky Harbor Park sign out of high-density plastic. Previously, signs were made from cedar lumber; however, with the cost of lumber jumping we are encouraged this material will be more maintenance free and looks just as good. Minor truck repairs are completed in house- side mirror replaced; tail gate handle installed. Out in the parks, Commissioner Larson noted staff is finishing tree pruning and cleaning up the planting areas. New flags were installed at Cherry Hill and Firefighters Park. Lion’s Den scoreboard switch repaired. Shelter pads are being powered washed and our priority are the park rental sites. Drinking fountains are being activated at the end of April while older drinking fountains will be sandblasted then painted. This will make them look like new in appearance. The shade system at our fitness court has been repaired.

Sky Harbor Park - Update

Commissioner Larson reported contractor was out installing drainage for the permeable pavers and grating in some areas. Up until this point Integral Construction had not performed any work because of the substantial amount of rain that has fallen over the last several weeks.

Water Chase Park Development

Commissioner Larson reported Director of Parks-Maintenance Travnicek had a great meeting with the homeowners to review the concept plan and there will be a second meeting which is required for the OSLAD Grant. Director of Parks-Maintenance Travnicek added there were four families in attendance at the meeting and then next will be either end of April or first week in May. Feedback from the families included the playground to be for ages 5-12, which fits option #2, net flex system and repositioning the wiffle ball court to steer away from a home located north. Executive Director Lewis added that he will come back to the June Board Meeting for DOC-3 approval. He will be ready to go with a budget and concept plan. In past years, IDNR submittal was on July 1st, but Director Lewis was unsure if this date is set in stone. Next formal piece of this includes a final budget, concept plan and resolution from the board. Commissioner Fischer asked how this submittal will affect Hibernia. Executive Director Lewis stated we have budgeted half for Hibernia into the current budget and finish second half after Water Chase in the next fiscal year. It will come down to timing for these project completions. Commissioner Ott questioned if we get turned down for Hibernia, will Hibernia still be our next submission or is Water Chase on deck regardless. Executive Director Lewis responded from a

staffing standpoint, we would want to resubmit Hibernia because of other considerations that will play into the budget to offset some costs. We could be in a position where we are submitting and not having any idea or be able to resubmit until after. Executive Director noted we will be prepared with Hibernia and Water Chase, so we don't lose out on the opportunity. Executive Director Lewis informed the board we will be notified in the late summer or fall whether we received Hibernia. Executive Director Lewis noted there is \$28 million from 2022 State Budget and there is \$56 million allocated in the 2023 State Budget, which is the most we've ever seen allocated. Executive Director commented it's about timing on our end which will include closing out Sky Harbor and receiving the reimbursement of the \$200,000. Executive Director Lewis added Senator Joyce refers to the NLCPD as a household name to IDNR regarding how well we execute and submit our grants. Executive Director Lewis noted we are getting noticed on the state level, so we need to continue to strive for bringing money back to New Lenox since we operate on \$0.23. President Schulz noted Water Chase looked good. Commissioner Fischer asked about Water Chase parking. Director of Parks-Maintenance Travnicek commented the homeowners were concerned about street parking being like Hibernia and/or Bristol Park. Director of Parks-Maintenance Travnicek noted there will be an additional parking lot for 8 spots in the park, which in turn will keep cars away from homes on the north and south. Executive Director Lewis added with these concept plans the board needs to keep in mind programmed pickle ball is the goal, which is something we don't have within our parks system. With pickle ball comes the need for parking.

Revised Field Allocations for Spring/Summer 2022

Commissioner Larson reported that Field Allocations were added this is just an FYI to the board. Commissioner Larson noted the parks are beautiful due to parks staff and acknowledged the community appreciates how things are getting done. One of the reasons we asked to max the minimum wage was to continue to have work done and kept in pristine condition.

Recreation

Asset of the Month – Self-Esteem (Relationship Skills)

Executive Director Lewis read the Asset of the Month.

Special Recreation Update

Executive Director Lewis noted there is a lot of good things happening, including the Bunny Breakfast which went well. Executive Director Lewis noted to the extra \$0.25 from the original agreement with LWSRA and the other Park Districts is coming due. Executive Director Lewis noted the LWSRA board and staff is looking to retain the \$0.25 because they have no funding mechanism for capital at all. Executive Director Lewis commented the awning project is just one example of what this money would go towards regarding capital improvements. Executive Director Lewis requests our board to review the agreement. Executive Director Lewis commented South Suburban Parks and Recreation Association recognized Recreation Supervisor Keith Wallace at their awards banquet as the Professional of the Year. Executive Director Lewis noted Keith has chaired the marketing and diversity committee, which has spearheaded inclusion for those with disabilities. Executive Director Lewis once again congratulated Keith for his well-deserved award. President Schulz added that the financial report was put together nicely and excellent.

ACES Before and After School Care Recap

Commissioner Fischer reported on IAPD \$1,000.00 grant towards the ACES programs. A lot of information on enrollment and staffing for this year. With Covid this past year, the park district really struggled to find staffing and required

all-hands on deck. Full-time recreation staff and part time office staff jumped in when it was necessary. Commissioner Fischer is hopeful this will change for the upcoming school year. Beyond the Bell participation fluctuates.

Fees and Charges

Commissioner Fischer reported in preparation for the state minimum wage increase and increase in material fees, this fiscal year, all programs will increase by \$2.00 along with increasing the price of park rentals. President Schulz requested a motion to approve the fees and charges for the 2022 and 2023 for the program fees and rental increases. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

Commissioner Fischer noted there are also some thank you letters for District 122 and 210 to show our appreciation for letting us use their facilities. Commissioner Larson commented since we don't have our own recreation center, we rely on the school districts' facilities to help facilitate our programs. Commissioner Fischer noted our recreation numbers are starting to come back but not where they're supposed to be. Commissioner Fischer noted the biggest challenge has been staffing, which the increase in minimum wage would help in that regard. Check out the newlenoxparks.org for more information on summer employment opportunities.

Commissioner Fischer announced the Touch a Truck event being held at Walker Country Estates Park on May 7th, which will be a great time for all families in the community. Get ready for a summer of fun with the park district. We have programs for all ages listed on our newlenoxparks.org. Resident registration begins on May 9th and non-residents on May 16th. For our active adults, we provide a mailed copy of our summer program guide. Please call the park district if you would like to be added to this mailing list.

New Business

Appointment of Legal Counsel

President Schulz requested a motion to retain the current legal counsel with Scott R. Wheaton & Associates. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

Resolution #22-01 Adding Additional Credit Card as the Secondary Official Credit Card of the New Lenox Community Park District

President Schulz requested a motion to approve Resolution #22-01 Adding additional Credit Card as the Secondary Official Credit Card of the New Lenox Community Park District. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Resolution #22-02 Agreement with Cintas Facilities Solutions Agreement

President Schulz requested a motion to approve Resolution #22-02 Agreement with Cintas Facilities Solutions Agreement. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

Resolution #22-03 Authorizing the Execution of the Rental Agreement with Spectrum VoIP (Admin. Building Phone System)

President Schulz requested a motion to approve Resolution #22-03 Authorizing the Execution of the Rental Agreement with Spectrum VoIP (Admin. Building Phone System). Motion made by Commissioner Fischer, seconded by

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

Resolution #22-04 Authorizing the Execution of the Agreement with Andromeda Computing Systems, Inc. (Admin. Building Phone System)

President Schulz requested a motion to approve Resolution #22-04 Authorizing the Execution of the Agreement with Andromeda Computing Systems, Inc. (Admin. Building Phone System). Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Resolution #22-05 Authorizing the Execution of the Rental Agreement with Spectrum VoIP (Golf Course Clubhouse, Park Shop, & Golf Shop)

President Schulz requested a motion to approve Resolution #22-05 Authorizing the Execution of the Rental Agreement with Spectrum VoIP (Golf Course Clubhouse, Park Shop, & Golf Shop). Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Resolution #22-06 Authorizing the Execution of the Agreement with Andromeda Computing Systems, Inc. (Golf Course, Park Shop & Golf Shop)

President Schulz requested a motion to approve Resolution #22-06 Authorizing the Execution of the Agreement with Andromeda Computing Systems, Inc. (Golf Course Clubhouse, Park Shop, & Golf Shop). Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Resolution #22-07 Authorizing the Execution of the Agreement with Andromeda Computing Systems, Inc. (MSP Contract for 3 years)

President Schulz requested a motion to approve Resolution #22-07 Authorizing the Execution of the Agreement with Andromeda Computing Systems, Inc. (MSP Contract for 3 years). Motion made by Commissioner Fischer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

Resolution #22-08 Authorizing the Execution of the Agreement with CardConnect, LLC (Golf Course Range Machine)

President Schulz requested a motion to approve Resolution #22-08 Authorizing the Execution of the Agreement with CardConnect, LLC (Golf Course Range Machine). Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Community
Announcements**

President Schulz read aloud the following: Inspired by community collaboration, the New Lenox and Mokena Chambers have once again joined forces for a joint chamber Lincoln-Way Expo. This event brings business and community together from across the Lincoln-Way region. This Expo is a true community event for the family; it's one-stop-shop for everything our area has to offer. Event is held on Saturday, April 30th from 10:00-1:00pm in the New Lenox Village Commons. Lastly, President Schulz noted the Village of New Lenox is excited to announce the return of the annual William A Athans & 18th District VFW Posts' Loyalty Day Parade. The parade is now in its 42nd year and will be taking place on Sunday, May 1st at 2:00pm. A full map of the route will be posted on the Village Website closer to the parade date.

Adjournment

At approximately 6:47 p.m., President Schulz requested a motion to adjourn the April 20, 2021, 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,
Brooke Krol
Recording Secretary