

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, July 20, 2022, at approximately 6:05 p.m. in the Board Room of the Village Hall, New Lenox, Illinois.

**GENERAL FUNCTIONS:**

- Call to order** Vice President Fischer called the July 20, 2022, meeting to order at approximately 6:05 p.m.
- Pledge of Allegiance** Vice President Fischer led the Board, Staff, and all others present in the Pledge of Allegiance.
- Roll Call** Vice President Fischer directed the Recording Secretary to take roll call. Upon taking roll call, the following were present, Commissioners: Ott, Kraemer, and Vice President Fischer.
- Also in Attendance** Executive Director Greg Lewis, Deputy Director of Recreation Olga Viano, Deputy Director of Business Services Karen Acklin, 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 June 30, 2022. Vice President Fischer requested any questions or comments regarding the monthly Treasurer's Report for June 30, 2022. Hearing no questions or comments, Vice President Fischer requested a motion to accept the Treasurer's Report as presented for June 30, 2022. Motion made by Commissioner Ott, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Payment of Bills** Commissioner Kramer quoted totals from the Payment of Bills as presented for June 30, 2022. Vice President Fischer requested any questions or comments. Hearing none, Vice President Fischer requested a motion to approve the Payment of Bills as presented for June 30, 2022. Motion made by Commissioner Ott, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Special Guest** Ms. Kim Auchstetter from the Government Finance Officers Association presented to the Board of Commissioners for the fourteenth time to the Park District Certificate of Achievement for Excellence in Financial Report for FYE April 30, 2021. Ms. Auchstetter noted without the dedication from all staff and for Director of Business Services Lynch along with Deputy Director of Business Services Acklin for spearheading the process for last fourteen years. Commissioner Ott noted we are fully transparent to public more than we need to be which is a good thing. Vice President Fischer noted to the public this is not something we need to do but it keeps us to higher standard and congratulated the district.
- Communications** *IDNR – FY 2022 Application Awarded for Hibernia Phase II*  
Vice President Fischer congratulated the district on being awarded the Fiscal Year 2022 OSLAD Grant for Hibernia Phase II. Executive Director Lewis commented the first phase was successful and thanked the legislators for working hard to get more funding allocated to the OSLAD Grant program. Executive Director Lewis noted Water Chase is up next. Director of Parks-Maintenance Travnicek commented this is \$1M renovation with the expansion of the current splash pad by 50%; a new ADA docking system, putting green, and improvements to a boardwalk.  
*Press Release – Hibernia Park Phase II OSLAD Grant*  
Vice President Fischer noted in your board packet is the press release to public announcing the awarding of the grant for Hibernia. Great press release.

*New Lenox Lions Club – Thank You Letter*

Vice President Fischer noted we received a thank you letter from the Lions Club regarding Park in the Park – Celebrating Individuals with Disabilities on Friday, June 17<sup>th</sup>. With COVID-19 we have not been able to offer Special Needs Day at our annual festival which had 600-700 participants attend; this year we brought a Party in the Park to the Village Commons and this event went well with approximately 100 participants attending. Vice President Fischer commented it is nice to see both parties trying something new and we can improve on this for next year. Executive Director Lewis thanked the Lions Club for taking a leap of faith on this event and there are a lot of notes for next year but overall, this event went very well.

**Approval of Minutes** *Approval of the Regular Board Meeting Minutes of June 15, 2022*

Vice President Fischer requested any questions or comments on the Regular Board Meeting minutes of June 15, 2022. Hearing no questions or comments, Vice President Fischer requested a motion to approve the Regular Board Meeting minutes of June 15, 2022, as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Ott. Upon a voice vote, all were in favor and the motion passed unanimously.

**Committee & Staff  
Reports**

**Business Services**

*Budget & Appropriations Ordinance #22-05-01*

Vice President Fischer requested a motion to adopt Budget & Appropriation Ordinance #22-05-01. Motion made by Commissioner Ott, seconded by Commissioner Kramer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Commissioner Ott reported the onsite preliminary work and onsite fieldwork for our audit went very well and we are on target for a draft audit for September. Commissioner Ott also noted registration is up by 35% than a year ago which is great!

**Facilities / Planning**

Commissioner Ott noted this past month was a quiet month and is proud of staff for putting out fires when they arise. Staff is doing a great job!

**Golf Course**

*Golf Course*

Commissioner Kraemer noted we set a record in June and did almost \$100K more than our best June which was last year. The Men's League has over 400 players this year. Commissioner Kraemer noted the only negative thing we have right now is the cost of everything is increasing or is already up; but we are always busy. Our Food and Beverage is doing great even with this heat; they are also experiencing cost increases by approximately 30% which unfortunately will need to be passed down to our customers. We did lose some turf, but it is slowly coming back nicely; most notably was hole 14. Our range has been used a lot more in the last couple of months which has created a bit of nightmare because we don't have a large enough teeing area to sustain the abuse it receives something that will eventually need to be addressed. Director of Golf Schulz noted the driving range will be hitting off mats because of the turf taking the abuse. He reminded everyone that the Golf and Fish opens for registration at 6AM on September 6<sup>th</sup>. Commissioner Kraemer commented PGA's use artificial turf to hit off. Director of Golf Schulz noted it's not just our course it's everywhere.

**Parks/Development**     Development Projects Update

Director of Parks-Maintenance Travnicek noted the Hibernia Park Phase II key feature is the combination building which will be like Walker Country Estates. Director of Parks-Maintenance Travnicek noted Integral did not meet the substantial nor the final completion dates which were approved in May, and they have not worked on the punch list. Director of Parks-Maintenance Travnicek commented staff and PRI have been working on the application for Water Chase Estates Park for FY 2023 OSLAD Grant cycle. Commissioner Ott asked if we have ever not received an OSLAD Grant. Director Parks-Maintenance Travnicek noted yes three times with Walker Country Estates. Executive Director Lewis reminded the public that tax dollars help to maintain parks and administration while user fees maintain programming and the golf course. Executive Director Lewis also noted Water Chase will address those who have voiced their concerns with Pickleball/Bocce Ball courts which is a key feature for this park site. He also noted we do have location for a dog park, but we will need to wait for more funding.

Sky Harbor Update

Change Order #3 – Revised – Contract Substantial and Final Completion Dates (Reduce Contract Price by Unused Contract Allowance)

Director of Parks-Maintenance Travnicek noted this is a good thing as it is a reduction of the cos on the overall contract by \$2,759.00. Vice President Fischer asked if there were any questions or concerns. Hearing none, Vice President Fischer requested a motion to approve Change Order #3. Motion made by Commissioner Kraemer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

Tri-Annual Update

Director of Parks-Maintenance Travnicek reported it was a good meeting with all associations represented at the meeting. Director of Parks-Maintenance Travnicek read to the public the registration numbers for each association for their fall leagues.

Fall 2022 Field Allocations

Vice President Fischer noted this is the first time that District 122 has requested field allocations. Director of Parks-Maintenance Travnicek commented this is the first year and they have two fields at both Walona and Bentley this fall. The Park District will maintain the fields; their games and practices are scheduled from 3PM-6PM. We will track product and hours but overall pleased how well it came together. Vice President Fischer was concerned if they grew larger. It was noted each school has one team each. Executive Director Lewis noted the American Rescue Plan helped for funding of the teams; this has been something that has been discussed for years and helps make up the High School teams as feeder schools. There was discussion about playing on the school team and an association team; more than likely they will have to follow the IHSA rules; meaning they will have finish the Junior High team first before going to the association team.

Water Chase Park – OSLAD 2023 Grant Project

Director of Parks-Maintenance Travnicek commented we are continuing to work on our next submittal and we're approximately 75% ready. Vice President Fischer asked about the public meetings. It was noted we have met that requirement already. Executive Director Lewis commented we have expanded our support letters to Will County as well for this application.

Potential Land Donation – Adjacent to Stonebridge Park

Executive Director Lewis noted we were approached by the State's Attorney regarding approximately 10 acres adjacent to Stonebridge Park; of which 6 to 8 acres is highly wooded and this piece of property is west of Stonebridge Park. If we accepted this land, it would potentially provide a park area for the next subdivision west of Stonebridge which is Jacob's Field. There is currently vacant farmland and possibly the gas line. There are few issues that will need to be addressed such as dead trees and homeowner encroachment, but it would be benefit for us to take it and there is no expense to us. Will have to meet with Will Nash to address everything. Tonight's purpose was to inform the board.

**Recreation**

Asset of the Month – Family Support and Love

Executive Director Lewis read the asset of the month quote out loud.

Special Recreation Update

Executive Director Lewis noted LWSRA is going through the process of applying for the American Rescue Plan through Will County and they are slated for approximately \$51K. Currently we are all trying to figure out how population is calculated to come to the dollar amount allocate for each district. Financials have been taken in house so reporting should be better and be able to access it more easily. Donations keep coming in and they find ways to touch individuals every day. Overall, they are doing well.

Vice President Fischer reported the numbers on our programs are coming back slowing but steadily. He noted we could offer more if we had the staffing but right now, we are short staffed just like everywhere else. Vice President Fischer noted our Thursday/Saturday T-Ball League and Soccer Leagues did well this summer with 122 volunteer coaches. We had our first long trip bus trip go since COVID to Maine. Our Camp Wewannago program has 359 participants registered for the registration fee. Vice President Fischer gave a huge shout out to all those who partner with us for Party in the Park – Celebrating Individuals with Disabilities; especially to Lynn Eckhart with the Lions Club, The Village of New Lenox, New Lenox Fire, Key Autism Services, New Lenox Police, New Lenox Library, New Lenox Friends of the Park, and our DJ Keith Wallace from LWSRA.

**New Business**

Resolution #22-11 Authorizing the Execution of Agreement with Brink's Capital LLC

Executive Director Lewis noted the Golf Course already has Brink Service that comes to pick up deposits; we are implementing a smart safe at the Administration office. By doing this it will eliminate staff having to go to back and the deposits are immediately deposited; this will help with staff accountability. Vice President Fischer asked if anyone had any questions Hearing none, Vice President Fischer requested a motion to approve Resolution #22-11 Authorizing the Execution of Agreement with Brink's Capital LLC. Motion made by Commissioner Ott, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Ordinance #22-07-01 Increasing the Executive Director's Purchasing Authority Policy

Executive Director Lewis commented we have this policy in our manual and the increase goes along the lines of the Bidding Limit increasing to the \$30K threshold. Vice President Fischer asked if anyone had any questions regarding this ordinance. Hearing none, Vice President Fischer requested a motion to adopt Ordinance #22-07-01 Increasing the Executive Director's Purchasing Authority

Policy. Motion made by Commissioner Kraemer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

*New Lenox Baseball Association (Rebels) – Lighting Request Fall Season*

Director of Parks-Maintenance Travnicek noted on the backside of the request is the current light policy. With the school district addition, it will be pushing baseball back by an hour. Executive Director Lewis noted currently in the spring the lights are on until 10:30PM but not for the fall because of the concern with the residents and lights being late but now with new technology the lights might now be as bad as they use to be. Let's see how the fall goes and we may adjust the policy moving forward. Vice President Fischer asked if there were any more questions and/or concerns. Hearing none, Vice President Fischer requested a motion for the New Lenox Baseball Association (Rebels) Lighting Letter of Request for Fall Season – Exception to Policies Governing Lighted Athletic Sites for Monday – Friday for additional hour from 9PM to 10PM. Motion made by Commissioner Ott, seconded by Commission Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

*New Lenox Soccer Association – Spencer Campus – 2022 Site Improvement (Shed Electric/Pavilion Lights)*

Vice President Fischer noted this will be table until next month when it goes in front of District 122's board and we have more information.

*Executive Session Minutes Released December 2021 – May 2022 Including Previously Withheld Minutes*

Vice President Fischer noted we have nothing to release.

**Community Events**

Fridays After Five - July 29 and August 12; Fridays After Five bring food trucks and live music to the Village Commons, for a relaxing way to welcome the weekend. Admission to this event is free. Guests of all ages are permitted

National Night Out - Tuesday, August 2 6:00-8:00pm - New Lenox Village Commons. National Night Out is a nationwide initiative to promote healthy relationships between the police and their communities. Each community celebrates National Night Out in their own unique ways, and the New Lenox Police Department takes part by offering a free event in the Village Commons for all to attend. The event will include plenty of entertainment and activities as well as free food and treats. *Contact the Village of New Lenox at (815) 462-6400 for more information.*

**Adjournment**

At approximately 7:07 p.m., Vice President Fischer requested a motion to adjourn the July 20, 2022, Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Ott, seconded by Commissioner Kraemer. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,  
Jacque Tuma  
Recording Secretary