

Minutes of the Special Workshop Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, July 20, 2022, at 5:00 pm at the Village Hall in the Executive Session Room, New Lenox, Illinois.

**GENERAL FUNCTIONS:**

**Call to order** Vice President Fischer called the July 20, 2022, meeting to order at approximately 5:00pm.

**Attendance** The following were present: Commissioners: Kraemer, Ott, and Vice President Fischer.

**Also, in Attendance** Executive Director Greg Lewis, Director of Business Services Kathy Lynch, Director of Golf Bob Schulz, Deputy Director of Recreation Olga Viano, Director of Parks Maintenance George Travnicek, and Deputy Director of Executive Services Jacque Tuma.

**Reserves** 5-Year Plan – Where Are We Now  
Director of Business Services Lynch explained to the board our 5-year plan and noted we are doing well with our reserves and some funds are fully funded while other fell behind because of COVID. Vice President Fischer noted we are finally getting reserves which is a great thing.

**Will County** Tax Levy and 10-Year Trends  
Director of Business Services Lynch noted we are still projecting when funds are coming into the district and currently, we are right on target as in years past. Vice President Fischer asked about the coupons and when they will be going back to a two-installment process again. Director of Business Services Lynch note we are already back on a two installment process this year.

Director of Business Services Lynch noted the Deputy Director of Executive Services Tuma put together the 10-year trends and asked if anyone had any questions. Executive Director Lewis noted we will email the population trend because this will be playing a factor into the figure for the American Rescue Plan from Will County and our allotted funding.

**Budget Updates,  
Including Staffing,  
Equipment, and  
Projects**

Business Services – FYE Summary of Revenue and Expenditures  
Director of Business Services Lynch explained the FYE Summary of Revenue and Expenditures and noted we are falling back in line with how we use to be, and our expense are less than revenue. This year payroll is more than a year ago. Vice President Fischer noted his major concern as in years past is always salaries and benefits, but we are still under the 40% threshold. He also noted that the Golf Course is doing great, and our Recreational programming is coming back. Staff is getting their job done.

Golf Course  
Director of Golf Schulz noted rates increased from \$69 to \$71 and we are still having players come to the course even with the price increase. He noted inflation is happening everywhere and we are currently choosing what we increase. Executive Director Lewis commented we treat the golf course operation like a business, and we must increase rates and pass on the inflation to our consumers. Deputy Director of Recreation Viano noted our camp field trips have increased in cost and we have maxes on our days because of staffing. Executive Director Lewis commented we have a seen a 25% increase in non-residents coming to play on the course and in our programs than we have had in years past. Other districts are watching what we are doing as we are setting the bar even if we do have the lowest tax rate. In theory the tax rate is supposed to cover staff and parks unfortunately during COVID are programs were not covering their costs. Vice President Fischer noted he received a call from a patron regarding Proud American Days and why it didn't come back; he explained the cost to run the festival increase substantially. Commissioner Kramer noted we had to decide back in November if we were going to run the festival with \$40K up front deposits. Executive Director Lewis noted staffing is another issue and the cost of everything is going up. Executive Director Lewis commented we need a large sponsor for this type of event and

all the sponsor we use get a multitude of requests. Director of Golf Schulz let the board know the new golf cart fleet is looking more like November/December and no one will lock in our interest rate until then. Executive Director Lewis notes this is in the budget. Director of Golf Schulz commented our revenue is up and overall, we are in really good shape. It was noted overall equipment is about 18 months out from time of order to delivery. Our equipment is in good shape and much better than the courses that are currently closing.

Park Maintenance

Director of Parks-Maintenance Travnicek commented the LCC is going to get new interior doors which are approximately \$8K. Fund 20 looks healthy for the upcoming fiscal year. Director of Parks-Maintenance Travnicek noted all services have either increased or will be increasing the months to come. Portable Services is already 50% more than a year ago with less service. There was discussion about the tennis courts at Countryview Royal Meadows and what the next steps are with the cracks on the courts. Director of Parks-Maintenance Travnicek commented the following projects are on docket for this upcoming fiscal year; tot lot at Bristol Park, ADA walks at Bentley/Tyler; concrete tee boxes at Haines Park for the Disc Golf. Sky Harbor will be closed this year as well. There was also discussion about our older parks and what we will be thinking about doing in the future.

Recreation

Deputy Director of Recreation Viano commented overall revenue for the recreation fund is currently at \$403K with the enterprise fund at \$46K. Expense are up from a year ago, but we are still recovering nicely. Deputy Director of Recreation Viano noted a few projects coming up are replacing the Walker Country Estate concession flooring which is approximately \$5K, painting at 701 and a new hand dryer at LCC. Staff is working hard to find staff to work programs but it's still a struggle. Currently we've had to max out our childcare program (Camp Wewannago) because of staffing and we are currently looking for staff to work our ACES program which has been a struggle. Deputy Director of Recreation Viano noted we are going to be looking a part time office coordinator just for childcare and running around for the programs. We are looking into a national speaker to come in for training with our staff and possible collaborate with surrounding districts. Some discuss about staff training offerings. Deputy Director of Recreation Viano did note that it's hard to do staff training because we go from one program to next.

Vice President Fischer asked if anyone had anything further to add to the meeting.

**Adjournment**

At approximately 5:57p.m. Vice President Fischer requested a motion to adjourn the July 20, 2022, Special Workshop Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Ott, seconded by Commissioner Kraemer. Upon voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,  
Jacque Tuma  
Recording Secretary