

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, April 19, 2023, 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 19, 2023, meeting to order at approximately 6:05 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 Schulz.
- Also in Attendance** Executive Director Greg Lewis, Director of Business Services Kathy Lynch, Deputy Director of Business Services Karen Acklin, Deputy Director of Business Services Jason Braglia, Deputy Director of Recreation Olga Viano, Director of Parks-Maintenance George Travnicek, Director of Golf Bob Schulz, Attorney Angelo Vitiritti, and Deputy Director of Administrative Services Jacque Tuma
- Treasurer's Report** Commissioner Kraemer quoted the totals from the monthly Treasurer's Report as presented for March 31, 2023. President Schulz requested any questions or comments regarding the monthly Treasurer's Report for March 31, 2023. Hearing no questions or comments, President Schulz requested a motion to approve the Treasurer's Report as presented for March 31, 2023. 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, 2023. 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, 2023. Motion made by Commissioner Fischer, seconded by Commissioner Larson. 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 in the amount of \$1,000.00. Congratulated Bethany Lerch for, once again, receiving the grant.
- OSLAD Grants – State Representative DeLuca Letter  
President Schulz reviewed a letter sent from State Representative DeLuca 80<sup>th</sup> district office regarding \$600,000 appropriation.
- Approval of Minutes** Approval of the Tri-Annual Meeting Minutes of March 6, 2023  
President Schulz requested any questions or comments on the Tri-Annual Meeting Minutes of March 6, 2023. Hearing none, President Schulz requested a motion to approve the Tri-Annual Meeting Minutes of March 6, 2023, as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Approval of the Regular Meeting Minutes of March 15, 2023  
President Schulz requested any questions or comments on the Public Meeting Minutes of March 15, 2023. Hearing none, President Schulz requested a motion to approve the Regular Meeting Minutes of March 15, 2023, as presented. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Committee & Staff  
Reports**

**Business Services**

2022- Tax Levy Will County Tax Rate Calculation

Executive Director Lewis reported to the public the New Lenox Community Park District portion of their tax bill is 0.2338, which is less than 2.5 cents. Commissioner Ott further noted there is no intention of raising taxes for the upcoming facelift at the Sanctuary Golf Course. This is a self-funding project, with a good plan in place to issue bonds, minimizing the impact on the park district.

Fiscal Year 2023-2024 Personnel Budget

President Schulz requested a motion to approve Fiscal Year 2023-2024 Personnel Employee Budget Increases not to exceed 6% for cost of living, longevity, and merit. Exception: Personnel Budget Increase for employees in positions falling below Entry Grade Level will be brought to the Entry Grade Level. This will replace any/all other increases. Executive Director Lewis asked this portion to be approved now to offer preliminary budget numbers for total budget approval later. President Schulz requested, again, any questions or comments. Hearing none, President Schulz requested a motion to approve the Fiscal Year 2023-2024 Personnel Budget (Entry Level Compensation Chart Adjustments). Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Personnel Policy Discussion

President Schulz reported this was discussed during workshops. Nothing further to add.

**Facilities / Planning**

President Schulz reported general maintenance took place this month. Generator and plumbing work took place as well.

**Golf Course**

Golf Course

Commissioner Kraemer reported the month started off great, then ended with some cold days, still, an okay month. Two new outings coming this year, as well as all the other outings returning from last year. New golf carts were delivered and are great. People really enjoy the look of the new carts, and the blue color really stands out. Note: Director of Golf Schulz is good about using different colors each order so patrons do recognize when new carts are in.

Food and Beverage Operations

Commissioner Kraemer reported Food and Beverage had a decent month considering the weather. Pricing has been adjusted to reflect the new cost of products offered. Staff are beginning to return and expect to have a full staff for the 2023 season. Some kitchen equipment is being upgraded in May. A new flat-top, steam table and char-broiler is to be purchased for around \$11,000 total. Gaming had a decent month once again, no big winners, but they keep playing.

Grounds Operations

Commissioner Kraemer reported staff is beginning to return for the season. We removed some dead Ash trees on hole 14, as it was finally dry enough to get equipment back in that location. This will also help with drainage. We will be purchasing a new Zero-Turn Kubota mower with a catcher. Also noted, YTD rounds running ahead of schedule. Director of Golf Schulz reported they've been trying to remove the dead ash trees for some time now. Doug and staff did a great job.

Mr. Todd Clark, President- CE Golf Design Presentation  
Golf Course Practice Facility (Driving Range)

Mr. Clark reported on the plan for a new practice facility to board and public. Mr. Clark states the park district is in a prime position for this new facility. The new facility will offer a natural grass tee, and the Top Tracer technology. This technology is very much the same as Top Golf. Right now, preliminary documents are done, showing the topography, grading plans, and earthwork plans. In the next 30 days, this will be submitted to the city and from there, start the permitting process and bidding process. The goal is to get started around late summer early fall and wrap up next spring to be ready for 2024 season. Mr. Clark reported some of the details of what the vision of the project is. This facility will attract golfers of all ability levels, as well as families looking for entertainment. Mr. Clark also noted how the park district is in a really good position to begin this project and is excited to move forward and report on it when it is all finished.

**Parks/Development**

Hibernia Park Phase II (OSLAD Grant)

Director of Parks - Maintenance Travnicek reported only one bid came in for this project from George's Landscaping at \$892,200. Not included in the bid are items purchased by our park district (through Sourcewell) at \$212,000. Our Project Budget was created 21 months ago, and at this time, the project is \$189,200 over the anticipated construction budget. After talking to IDNR and Planning Resources, we can save money by reducing fitness stations from 3 to 2, remove some square footage of the synthetic putting green; as well as the pollinator garden and remove the bocce ball court. Removing the bocce ball court alone would make a savings of about \$50,000, and total savings would be about \$70,000. The rest of the overage is from the building side. The next step is to sit down with the contractor and architect to reduce some things. There is the possibility the park district may need to add money in, which has happened with previous projects. IDNR stated there are a lot of towns in the same situation, having higher bids coming in. They said they would work with the park district to get this done. President Schulz noted he doesn't like to see parts of the project removed and stated he feels confident the numbers will come down, but feels this happens with Planning Resources, with numbers coming back very high and maybe we need to review moving forward. Director of Parks - Maintenance Travnicek reported once the budget is revised, we will need to have a new DOC4 budget, and the state will amend the agreement.

Sky Harbor Park Update

Director of Parks - Maintenance Travnicek reported Integral Construction has not been on site to date to finish punch list items. Integral Construction sent an email saying they are committed to completing the project, and they would be out to check on what was remaining to be done, however, this has already been done.

Director of Parks - Maintenance Travnicek reported he's staying on top of this, giving Integral Construction a date of May 15, 2023, to get this done.

Water Chase Park Update

Director of Parks - Maintenance Travnicek reported documents have been received from the state and we have signed off on the early reimbursement payment of \$300,000 and signed agreement. Once IDNR signs off, we have two years to complete the project.

Bristol Park Update

Director of Parks - Maintenance Travnicek reported playground equipment for the 'ToT Lot' has been ordered- anticipating delivery and installation by September.

Executive Director Lewis remarked IDNR works with us because the park district does not just match but goes above and beyond funding to complete the projects. We put more in from our standpoint, as well as adding more activities that score points into the project than what's required, which gives us leeway in what we're doing. The goal is value engineer it for 30 days for next month's meeting. The contractor is 30 days out as well. Executive Director Lewis also noted although only one bid came in, it was a quality bid from a local contractor that we've worked with in the past. If we were to bid the project again, it could be higher and completion time would be pushed back significantly, concrete availability being the biggest issue with summer road projects happening.

Athletic Association Requirements – Out of District Fees Increased

Director of Parks - Maintenance Travnicek reported the Athletic Association Requirements for In District vs. Out of District (75% and 25% respectively) are to be raised by \$5. Should the association not adhere to the ratio, the Out of District fee would be \$65. This was accepted in 2016, and not collected during Covid. Director of Parks - Maintenance Travnicek reported all associations, except baseball have raised their registration fees. All the contracted services have raised their prices, fuel, parts, etc. This increase will help absorb the higher costs. President Schulz noted this increase will coincide with the next registration time. Executive Director Lewis reiterated the increase will be implemented with registrations moving forward. Hearing no questions or comments, President Schulz requested a motion to approve the Athletic Association Requirements – Out of District Fee Increase as presented. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Association/Athletic Sites

Commissioner Larson reported Baseball, Girls Softball and Soccer are all underway and some games started this week for Soccer. Mustang Football let Martino Jr. High Track Team use their lighting and press box for a track meet held at Martino Jr. High. Landscape Mulch was delivered to Bentley Tyler and Baseball volunteers spread the mulch around trees and near the concession area.

Contracted Services

Commissioner Larson reported mowing to commence next Monday (April 24). Our retention ponds will start being treated next week- with these abnormally high temps several ponds are showing a good deal of algae that we normally never see at this time of year. Turf and trees will soon be given spring applications and we will coordinate NLSD 122's turf applications around their buildings, playgrounds and recess areas. Playgrounds will start having their safety surfacing replenished and we will coordinate NLSD 122's playgrounds for replenishment.

Fleet and Equipment

Commissioner Larson reported bus #22 had some of the flooring removed and replaced along with some of the siding (at the wheelchair lifting area). Front end work completed on truck #3. Truck #19 going in for recall (shifter cable bushing).

Out in the Parks

Commissioner Larson reported sand volleyball nets and tennis nets at Sky Harbor Park have been installed. Haines washrooms are now open during the week along with rentals. Park information signage is being renovated with pvc sheet panels vs. plywood. The shade system has been installed at our fitness court. Staff met with our asphalt company and excavator on site at Royal Meadows Park regarding the next step in renovating the sport courts at the park. Through a survey, the homeowners would like to see one tennis court and one pickleball court. In the past, both courts were lined for tennis and pickleball (not optimal for each sport). Staff will start cleaning up, planting trees, treating weeds, etc. our Admin Building and LCC will be first to get this curb appeal attention. Director of Parks – Maintenance Travnicek reported the prescribed burn that was started on 4/7 was stopped due to wind. Several residents of the neighborhood (School House Manor) called and inquired why the job wasn't completed. The reason was explained to residents, and they came back out on 4/19 to finish.

**Recreation**

Special Recreation Update

Executive Director Lewis reported that a lot of good information was given in the packet. The 0.25% for the building pledge has been paid off, which is a good thing. A laundry list of capital items was put together. This was done in order to keep the money moving forward, it needed to be allocated for capital needs. A resolution (3-5 years then review) will be put together with language specifying that the money is used for repair/replacement or new items. This is of interest to us because it protects our investment. Commissioner Fischer noted a save the date for LWSRA Golf Outing 8/11/23 at The Sanctuary Golf Course.

Recreational Programming

Commissioner Fischer noted again on the 2023 Power Play! Grant that was awarded this year to the ACES program. He thanked Bethany Lerch for putting that together. Commissioner Fischer reported that we currently have 483 participants enrolled in the ACES program compared to 468 participants last year. With the pay increase to \$15/hour it has helped with hiring more staff and allows our full-time supervisors to do their normal jobs because up until that point they have been working the program. Commissioner Fischer reported that the Beyond the Bell program, which is the program that is offered when school is

not in session, averages 25 students. Commissioner Fischer thanked all the staff involved in our ACES and Beyond the Bell for making these programs so successful.

Commissioner Fischer reported that there will be a \$1.00 increase to both our material and user fees to offset rising costs.

Commissioner Fischer noted that during the month of March our adult basketball league began on March 9, 2023, and we had 22 youth athletic programs start with a total of 321 participants. We sent out a survey to the families of our 2022-2023 Children's Basketball League inquiring how they felt the season went and we received an overwhelming response of positivity with the biggest response being how our volunteer coaches are making a positive impact on all the participants. Commissioner Fischer thanked them for their participation and helping our program be successful.

Commissioner Fischer reported that our early childhood program called Kiddie Kampus for next school year continues to have strong enrollment with nine of the twelve classes currently full with approximately 22 spots available.

Commissioner Fischer stated that a new special event, Hop Til You Drop, took place on April 1, 2023, with 150 participants and was very successful. He also reported on a couple of more important dates for the community, one being In-District registration will begin on May 1, 2023, for all New Lenox residents and the Out of District registration will begin on May 8, 2023. Commissioner Fischer noted that on May 6, 2023, our popular Touch a Truck event will take place at Walker Country Estates, which is by Liberty Jr. High. Deputy Director of Recreation Olga Viano stated that the Touch a Truck event is going from 12 vehicles last year to 17 different trucks this year. She also wanted to send a big thank you to our staff as we ramp up with our summer programs beginning.

President Schulz circled back and requested a motion to approve the Fees and Charges 2023-2024. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

## **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 Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

### *Bid Results – Hibernia Park Phase II*

President Schulz requested a motion to table Bid Results – Hibernia Park Phase II until next meeting. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Bid Results – 2023 Truck*

President Schulz requested any questions or comments on the Bid Results – 2023 Truck. Hearing none, President Schulz requested a motion to approve the Bid Results – 2023 Truck. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Ordinance #23-04-01 Amended 2022-2023 Budget and Appropriation Ordinance*

President Schulz requested any questions or comments on the Ordinance #23-04-01 Amended 2022-2023 Budget and Appropriation Ordinance. Hearing none, President Schulz requested a motion to adopt Ordinance #23-04-01 Amended 2022-2023 Budget and Appropriation Ordinance. Motion made by Commissioner Kraemer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Ordinance #23-04-02 2023 Bond Issuance GO Bond (ARS) Series 2023B (Golf Course Driving Range)*

President Schulz requested any questions or comments on the Ordinance #23-04-02 2023 Bond Issuance GO Bond (ARS) Series 2023B (Golf Course Driving Range). Hearing none, President Schulz requested a motion to adopt Ordinance #23-04-02 2023 Bond Issuance GO Bond (ARS) Series 2023B (Golf Course Driving Range). Motion made by Commissioner Ott, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Ordinance #23-04-03 Declaring Currently Owned Property as Surplus and Authorizing its Disposal (Truck, Explorers, and Vortex Splash Pad Equipment)*

President Schulz requested any questions or comments on the Ordinance #23-04-03 Declaring Currently Owned Property as Surplus and Authorizing its Disposal (Truck, Explorers, and Vortex Splash Pad Equipment). Hearing none, President Schulz requested a motion to adopt Ordinance #23-04-03 Declaring Currently Owned Property as Surplus and Authorizing its Disposal (Truck, Explorers, and Vortex Splash Pad Equipment). Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Ordinance #23-04-04 Amending the Policies of the New Lenox Community Park District*

President Schulz requested any questions or comments on the Ordinance #23-04-04 Amending the Policies of the New Lenox Community Park District. Hearing none, President Schulz requested a motion to adopt Ordinance #23-04-04 Amending the Policies of the New Lenox Community Park District. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Resolution #23-10 Authorizing the Lease/Purchase and Financing of (2) 2023 Ford Explorers Utility AWD with DeLage Landen Public Finance, LLC*

Executive Director Lewis reported these vehicles were found on the State Bid, therefore, there are no bid results. President Schulz requested any questions or comments on Resolution #23-10 Authorizing the Lease/Purchase and Financing of (2) 2023 Ford Explorers Utility AWD with DeLage Landen Public Finance, LLC. Hearing none, President Schulz requested a motion to approve Resolution #23-10 Authorizing the Lease/Purchase and Financing of (2) 2023 Ford Explorers Utility AWD with DeLage Landen Public Finance, LLC. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Resolution #23-11 Authorizing the Lease/Purchase and Financing for (1) 2023 Pick Up Truck with an 8' Straight Blade with DeLage Landen Public Financing, LLC*

Executive Director Lewis reported these vehicles were found on the State Bid also, therefore, there are no bid results. President Schulz requested any questions or comments on Resolution #23-11 Authorizing the Lease/Purchase and Financing for (1) 2023 Pick Up Truck with an 8' Straight Blade with DeLage Landen Public Finance, LLC. Hearing none, President Schulz requested a motion to approve Resolution #23-11 Authorizing the Lease/Purchase and Financing of (1) 2023 Pick Up Truck with an 8' Straight Blade with DeLage Landen Public Finance, LLC. Motion made by Commissioner Fischer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Resolution #23-12 Authorizing the Execution of AT&T Dedicated Internet Pricing Schedule Agreement*

President Schulz requested any questions or comments on Resolution #23-12 Authorizing the Execution of AT&T Dedicated Internet Pricing Schedule Agreement. Hearing none, President Schulz requested a motion to approve Resolution #23-12 Authorizing the Execution of AT&T Dedicated Internet Pricing Schedule Agreement. 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: President Schulz noted the Village of New Lenox is excited to announce the return of the annual William A Athans & 18<sup>th</sup> District VFW Posts' Loyalty Day Parade. The parade is now in its 42<sup>nd</sup> year and is scheduled to take place on Sunday, May 1<sup>st</sup> at 2:00pm. The parade begins at 4th/Cedar. For more information, see the Village of New Lenox website-[www.newlenox.net](http://www.newlenox.net). Additionally, the Village of New Lenox and the New Lenox Chamber of Commerce have come together to bring the 'Bring On Spring' Shop Local Event, which is taking place from May 8<sup>th</sup> through May 15<sup>th</sup> at local shops. For more info, please call Emily Johnson at 815-485-4241 or Nancy Dye at 815-462-6400. President Schulz had some final comments thanking the Village for waiving the fees for Hibernia (saving a few thousand dollars) and congratulations to the Commissioners on the election results.

**Adjournment**

At approximately 7:03 p.m., President Schulz requested a motion to adjourn the April 19, 2023, 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,  
Jacque Tuma  
Recording Secretary