

Minutes of the Special Workshop Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, November 16, 2022, at 5:00 pm at the Village Hall in the Executive Session Room, New Lenox, Illinois.

GENERAL FUNCTIONS:

Call to order President Schulz called the April 19,2023, meeting to order at approximately 5:00pm.

Attendance The following were present: Commissioners: Fischer, Larson, Ott, Kraemer and President Schulz.

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, Deputy Director of Administrative Services Jacque Tuma and Attorney Angelo Vitiritti.

Discussion/Overview

President Schulz informed the board Aaron Gold of Speer Financial is stuck in traffic and his presentation will be at the end of the workshop.

Fiscal Year 23/24

Personnel Budget

Director of Business Services Lynch explained the two Pay Structure Charts in the workshop packet and noted we are not deviating from the original five-year plan, and we are recommending a 6% increase for this year. Executive Director Lewis commented when we originally did the salary survey with HR Source our positions were 16% behind the market and now, we are about 5% behind the market with our positions. Most of our salaries are at the midpoint and recommending 6% this year but not sure about next fiscal year with the salary increases will be. Executive Director Lewis commented hiring is much better with the \$15/hour starting rate and our retainage is better as well. Commissioner Ott noted this is not the norm to have a 6% increase and next year may be a 3% increase. Executive Director Lewis noted this year's CPI was at 7% so an increase of 6% helps to keep our current staff. It was reiterating our positions are currently 5% behind the market and with the next salary survey in five years that could change. Commissioner Ott asked if we would do a merit raise in the future. Executive Director Lewis noted this was not economical for the district in the past. Commissioner Kraemer noted if you're not producing a product then you're no longer doing your job. Executive Director Lewis noted the district is going to start working toward the Distinguish Gold Medal award and we'll have to do a few things such as the district's strengths and weaknesses. Executive Director Lewis feels we currently have quality staff, and it shows what we're doing with the Village. Executive Director Lewis noted we are committed to balancing the budget with the 6% increase and recommended the board to approve the increase at the meeting tonight.

**Personnel Policy
(Changes Only)**

Executive Director Lewis noted we must form a Decennial Committee, and this came from State Law. Next month we will pass a resolution to form the committee and within 18 months of forming the committee we will need to meet 3 times to discuss Local Government Efficiency. Executive Director Lewis commented that this is a good sound board to show what we can do with less and the opportunities we give to our community. After this we won't have to meet again for another 10 years.

**2023 Bond
Issuance GO
Bond (ARS) Series
2023B – Presentation
By Aaron Gold of
Speer Financial**

Mr. Gold explained to the board that the district is in a good position to move forward with this type of bond issuance and there is no affect on the taxpayer. It's a double barrel as the district has Primary Sources and back up sources to help cover the repayment. This issuance is for \$2.2M for a new driving range at the golf course; currently the driving range at the course does approximately \$200K annually which the drive for this new project to take place. Mr. Gold explained the anticipated closing date is July 2023 with interest only payments. This will be a 15-year issuance with \$230K per year being paid. Mr. Gold noted we have a call date of December 15, 2031, which is a good option that provided us with the best flexibility. The process moving forward is to develop the prime official statement, send out RFP's to underwriting which out of 6 underwriters 5 were returned, it was a competitive process. Mr. Gold noted out the five that were returned it was his job to determine who's going to work the hardest for us and that would be Stifel Public Finance for underwriting. Next would be a bond rating with Moody to obtain bond insurance. The board's responsibility is to adoption of authorizing ordinance to proceed with issuance of \$2.2M and within this ordinance there is an opportunity for the patrons to file a 30-day backdoor referendum with 7% of the patrons filing a petition. There will be a BNIA hearing for May 17, 2023, with the bulk of the action taking place in June with the Perimeter Ordinance gives us more flexibility but we still haven't sold anything yet, but this will then be the bond purchase agreement, which allows us six months to get the best. Commissioner Ott noted it's six months from June. Commissioner Fischer asked if we won't receive the funding until December. Mr. Gold commented we will see the funding 2 weeks after the closing in July. Executive Director Lewis commented there will be a kickoff meeting, we will need to file for permits, soil erosion (EPA) and the Historical Society of the site. Director Schulz noted we will be submitting everything up front regarding the historical site. Executive Director Lewis noted NICOR and ComEd will be contacted to see how billing will go moving forward. Mr. Gold reminded the board of the following: BNIA is good for three years same with the Authorizing Resolution. The Perimeter Ordinance is only good for six months. Mr. Gold the credit rating comes out of the cost of issuance for insurance. Commissioner Ott asked how much does Moody's costs for a bond rating. Mr. Gold noted they're about \$15K and the only reason we went with them was because of our history. Executive Director Lewis noted we are not tied to Moody's. Mr. Gold recommended because of the size of issuance to stay with Moody. Executive Director Lewis noted we are in a much better financial position than last time. Commissioner Ott noted this is a self-funding project. Executive Director Lewis commented that the sheet in the packet with the bubble graphics is a good tool when speaking to the community. Commissioner Ott noted we have a callable issuance and can reissue in 2031 if needed. Executive Director Lewis noted if the golf course couldn't cover the payments we would not be moving forward with this project. Mr. Gold noted this issuance is built around what the district can afford. Commissioner Fischer asked if you could call and payout sooner. Mr. Gold noted you can call and payout in year nine. Executive Director Lewis really believes we are in a good revenue spot and our projections are reserved. Overall, I am very happy with the support group we have set up for this issue.

Budget Draft

Executive Director Lewis noted we do not know the carryover from this fiscal year to the next fiscal year. We are working on the Hibernia project and need to also budget for Water Chase; we've decided not to submit for another OSLAD Grant. Executive Director Lewis noted we were fortunate to be awarded Water Chase, a lot of other districts did not receive the grant they applied for, and they did not receive good feedback as to why they weren't awarded. Commissioner Kraemer commented it's because of our good relationship with IDNR and how communicate with them. Executive Director Lewis noted we have always completed our projects in a timely manner. Commissioner Fischer noted this is a lot of money for Hibernia and Water Chase; he was

wondering when we would be addressing existing parks. Executive Director Lewis noted we are getting a good handle on the Master Plan for Parks and Facilities. We maintain all of our sites very well and Sharon's Bay would be the OSLAD grant we go for. There was a discussion about existing parks and how we are going to update them. We budget yearly for this but with only receiving \$.02 from the tax levy it's hard. Attorney Vitiritti noted once we have no more growth the tax levy will be in trouble. Executive Director Lewis noted it's very hard to get a Phase II to get awarded an OSLAD grant but to also be awarded for a rehab of a park is a great accomplishment.

Adjournment

At approximately 5:56p.m. President Schulz requested a motion to adjourn the April 19, 2023, Special Workshop Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Jacque Tuma
Recording Secretary