

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, December 20, 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 December 20, 2023, meeting to order at approximately 6:01 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, Fischer, Ott, and President Schulz.

**Also in Attendance** Executive Director Greg Lewis, Attorney Angelo Vitiritti, Director of Golf Bob Schulz, Director Parks-Maintenance George Travnicek, Deputy Director of Recreation Olga Viano, Deputy Director of Business Services Jason Braglia, Office Coordinator Aurora Abbott, Recreation Supervisor Amy Maher and Guest Services Supervisor Melissa McGrath.

**Treasurer's Report** Commissioner Kraemer quoted the totals from the monthly Treasurer's Report as presented for November 30, 2023. President Schulz requested any questions or comments regarding the monthly Treasurer's Report for November 30, 2023. Hearing no questions or comments, President Schulz requested a motion to accept the Treasurer's Report as presented for November 30, 2023. Motion made by Commissioner Fischer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

President Schulz requested a motion to approve the Treasurer's Report as presented for October 31, 2023. Motion made by Commissioner Ott, seconded by Commissioner Fischer. 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 November 30, 2023. President Schulz requested any questions or comments. Hearing none, President Schulz requested a motion to approve the Payment of Bills as presented for November 30, 2023. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Special Guests** President Schulz made a motion to amend the agenda to move Resolution #23-27 to the Special Guests Section. Motion made by Commissioner Kraemer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

#### **Resolution #23-27 – Resolution of the New Lenox Community Park District Honoring Martin Kelly for 37 Years of Service with NLGSA**

President Schulz requested a motion to approve Resolution #23-27 of the New Lenox Community Park District Honoring Martin Kelly for 37 Years of Service with New Lenox Community Girls Softball Association. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Recreation Supervisor Maher read the resolution out loud to the public and congratulated Martin Kelly for his 37 years of volunteer service to the New Lenox Girls Softball Association. President Schulz congratulated everyone and

noted it was a great accomplishment! Executive Director Lewis thanked Martin Kelly for all the time that he dedicated to the community and where he has brought the program.

**Communications**

President Schulz noted that we sent a Congratulatory letter to Mayor Baldermann for being awarded the Silver Cross Sangmeister Medal of Excellence for Community Service at the Childerguild Ball.

President Schulz noted that we received from NRPA a packet highlighting “How We Grew Community Together This Year.”

**Approval of Minutes**

*Approval of the Local Government Efficiency Decennial Meeting Minutes of May 17, 2023*

President Schulz requested any questions or comments on the Local Government Efficiency Decennial Meeting Minutes of May 17, 2023. Hearing no questions or comments, President Schulz requested a motion to approve the Local Government Efficiency Decennial Meeting Minutes of May 17, 2023, as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Approval of the Local Government Efficiency Decennial Meeting Minutes of November 15, 2023*

President Schulz requested any questions or comments on the Local Government Efficiency Decennial Meeting Minutes of November 15, 2023. Hearing no questions or comments, President Schulz requested a motion to approve the Local Government Efficiency Decennial Meeting Minutes of November 15, 2023, 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.

*Approval of the Public Hearing Meeting Minutes of November 15, 2023*

President Schulz requested any questions or comments on the Public Hearing Meeting Minutes of November 15, 2023. Hearing no questions or comments, President Schulz requested a motion to approve the Public Hearing Meeting Minutes of November 15, 2023, as presented. Motion made by Commissioner Ott, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

*Approval for the Regular Meeting Minutes of November 15, 2023*

President Schulz requested any questions or comments on the Regular Meeting Minutes of November 15, 2023. Hearing no questions or comments, President Schulz requested a motion to approve the Regular Meeting Minutes of November 15, 2023, as presented. Motion made by Commissioner Fischer, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

## **Committee & Staff Reports**

### **Business Services**

Commissioner Ott noted the Tax Levy Demographics 10 Year Comparison document was eye opening to him that only 3% of the local community tax bill goes to the park district. He stated that it is incredible how we do so much more with so much less and looking at the 10-year comparison we have just caught up with 2013-14.

President Schulz noted that approval of employment agreement for Executive Director Lewis will be voted upon under New Business and that all agree that there will be no Executive Session needed.

Commissioner Ott noted that last month's Business Services report did come together and has been placed in the packet. He wanted it noted that October was quiet, so everything worked out. Commissioner Ott introduced Shaun Elder as the new full-time Park Maintenance Supervisor. He has been with us since 2016 and it's great to be able to get promoted from within.

Commissioner Ott reported that IPARKS came by and sat with the Business Services Department as well as they went out and visited all our current projects. There were no findings or recommendations to change any of our procedures.

Commissioner Ott thanked Guest Services Supervisor McGrath for making changes to her report to reflect the Fiscal Year to Date numbers and he noted that he was particularly impressed with how our registrations have gone up over 8% in the last year.

### **Facilities / Planning**

President Schulz reported that the staff has been busy with the Ice-Skating Rink as well as bringing 120-volt power to the outdoor Fitness Court due to the solar power not keeping up. President Schulz noted that there has been a lot of regular maintenance taking place.

### **Golf Course**

#### *Golf Course*

Commissioner Kraemer reported November was a decent month, only a bit behind last year, pointing out that our range has not been open. The range is right on track to all be completed on time. We are very happy with the progress and the outcome to date. The public is extremely excited about our new offering. We had our chili open in November with 144 golfers each day, Saturday and Sunday. We had 24 pans of chili on Saturday and 27 pans on Sunday. We will start booking small groups for the 2024 season in January and the golf course will be closed Christmas Eve and Christmas Day. Commissioner Kraemer noted that rounds were up from last year. Commissioner Kraemer stated that the Food and Beverage has been steady, but the staff is down to our two full-time employees for now and we will see what the new range brings and adjust staff accordingly. Commissioner Kraemer reported the irrigation system was blown out without issue, we delayed 1 week so we could keep our new sod and seed moist to help the grow in process. The course is set for the winter, we applied the last application of chemicals needed to protect our greens through the winter months. We will address some small winter on the course projects in January and February. Director of Golf Schulz commented that the Penguin Open is scheduled for January 20<sup>th</sup> with a 10am shotgun start and please remember to bring a can good for the food pantry.

Director of Golf Schulz reported on the Change Order #1 – 2023 Field Order from Golf Creations. He stated that the asphalt area was reduced, and we had Golf Creations install the conduit for the golf ball dispenser instead of the electrician. We also had Golf Creations install the Bentgrass sod on two target greens to have an opportunity to open the Toptracer facility this winter. The final balance is an additional amount of \$5,635.00 for the entire project. The structure project is almost complete and unless something goes drastically wrong there will not be another Change Order for this project. Director of Golf Schulz thanked Golf Creations for accepting the bid otherwise we may have had to wait, which isn't what we wanted to happen.

## **Parks/Development**

### *Athletic Associations/Sites*

Director of Parks Maintenance Travnicek reported that Girls' Softball Association installed a shed for their tools and equipment at Palmer Valley Park.

Director of Parks Maintenance Travnicek reported that a letter went out to the Athletic Associations discussing purpose/intentions of our Tri Annual Meetings and required documents. All 5 of our Athletic Associations received the documents and within a day or two all spring sport groups (Boys Baseball, Girls Softball and Soccer) reached out showing a willingness to meet individually, appreciating our efforts and one group already submitted numerous documents. The meetings with those groups will be set up for the beginning of March, with the football groups meeting in July. Director of Parks Maintenance Travnicek noted that he feels very confident this new system will work for all. He reported that the Out of District Fees totaled \$26,595 and that money will be used for a new zero trim mower. Finally, 5 new park name signs are being installed this week and then all parks will now have our newest logo.

### *Development Update*

#### *Hibernia Park Phase II – OSLAD Grant*

Director of Parks Maintenance Travnicek reported the carpenters finished sheathing the roof and the plumbers are working on the inside. There will be no work done through the holidays, but he reported that the HVAC will be installed in January.

#### *Sky Harbor Park Update*

Director of Parks Maintenance Travnicek reported we have confirmation that Integral Construction has received the certified envelope containing the letter breaking down the cost along with the good faith check with the hopes that this will close out this project.

#### *Water Chase OSLAD Grant*

Director of Parks Maintenance Travnicek reported that we are out to bid with the opening being January 9, 2024, with hopes of bid approval on January 17, 2024. Within the first 24 hours of going out to bid we had 3 general contractors pull bids. On January 3, 2024, at 2pm there will be an optional pre-bid meeting.

## **Recreation**

### *Special Recreation Update*

Executive Director Lewis asked if there were any questions with the material that was sent out including last month's material. He reported that they are in the

process of reviewing their audit and once that is finalized, they will review and finalize their budget. The hope is that next year their process will be much faster. Executive Director Lewis noted that they continue to do great things and are doing a great job of retaining their staff which makes the programs run smoothly.

Commissioner Fischer highlighted the ACES Before and After school program with 476 participants enrolled. On Saturday, November 4, 2023, we had our Adult Flag Football Turkey Tournament at Fieldstone Park with 6 teams that participated in the double-elimination tournament. The winning team won a \$150 cash prize. Commissioner Fischer thanked Raising Cane's for their sponsorship and Berkots for donating 20 turkeys for prizes. Commissioner Fischer noted that the Kiddie Kampus program that is made up of 3- and 4-year-olds celebrated Thanksgiving with their annual Kiddie Kampus Food Drive and collected over a thousand food items that we donated to the New Lenox Food Pantry.

Commissioner Fischer reported that we had a few special events including the Daddy Daughter Date Night, which was held on Friday, November 3, 2023, at the Lions Community Center with the theme of "Dancing Through the Decades". We had over 150 dads and daughters enjoy dinner, dancing, photobooth station, and making memories with each other. Our annual Gobbler Gauntlet 5K Race/Walk was held on Saturday, November 18, 2023, at Sanctuary Golf Course. Due to the warmer weather, we had a fantastic turnout with 248 registered runners. Commissioner Fischer thanked Director of Golf Schulz and his staff as well as the sponsors, Berkots, Raising Cane's, CoVantage and Town Center Bank for the successful event.

Commissioner Fischer reminded everyone that the 2024 Winter/Spring Program Guide is available online and registration is being taken either on-line, fax or drop off at the Administrative Office. The 2024 Park Rentals will open on January 2, 2024, for rentals from April 15, 2024, to October 31, 2024. Finally, the Ice-Skating Rink will be open over the holidays.

Deputy Director Olga Viano stated that the new App for registration is up and running and we have had positive feedback from the community. Please visit our website and follow either the QR code or instructions to download the App.

## **New Business**

### *Resolution #23-26 – Resolution Amending Resolution #23-15 Regarding Forming a Committee on Local Government Efficiency*

President Schulz asked if there were any questions regarding Resolution #23-26. Hearing none, President Schulz requested a motion to approve Resolution #23-26 Resolution Amending Resolution #23-15 Regarding Forming a Committee on Local Government Efficiency. Motion made by Commissioner Kraemer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

### *Executive Director Multiple Year Employment Agreement Review*

President Schulz asked if there were any questions regarding Executive Director Multiple Year Employment Agreement Review. Attorney Vitiritti suggested to the board that they make a motion not to give the Executive Director notice that we are not terminating his contract in February. Hearing none, President Schulz requested a motion to not to take any action on the Executive Director Multiple Year Employment Agreement Review. Motion made by Commissioner Ott,

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

*Change Order #1 – 2023 Field Order from Golf Creations*

President Schulz asked if there were any questions regarding Change Order #1 – 2023 Field Order from Golf Creations. Hearing none, President Schulz requested a motion to approve Change Order #1 – 2023 Field Order from Golf Creations. Motion made by Commissioner Kraemer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Community Events**

President Schulz wanted to remind everyone to visit the Winter Wonderland in the Village Commons including our Ice-Skating Rink.

**Adjournment**

At approximately 6:40 p.m., President Schulz requested a motion to adjourn the December 20, 2023, Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,  
Recording Secretary – Melissa McGrath