

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, April 17, 2024, 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 17, 2024, meeting to order at approximately 6:03 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 Jason Braglia, Director of Recreation Lea Pipiras, Director of Parks Maintenance George Travnicek, Director of Golf Bob Schulz, Attorney Angelo Vitiritti, Asst. Director of Parks Maintenance Ken Stephens and Guest Services Supervisor Melissa McGrath
- Treasurer's Report** Commissioner Kraemer quoted the totals from the monthly Treasurer's Report as presented for March 31, 2024. President Schulz requested any questions or comments regarding the monthly Treasurer's Report for March 31, 2024. Hearing no questions or comments, President Schulz requested a motion to approve the Treasurer's Report as presented for March 31, 2024. Motion made by Commissioner Fischer, 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, 2024. 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, 2024. Motion made by Commissioner Larson, seconded by Commissioner Ott. 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.
- Approval of Minutes** Approval of the Local Government Efficiency Decennial Committee Meeting Minutes of March 20, 2024  
President Schulz requested any questions or comments on the Local Government Efficiency Decennial Committee Meeting Minutes of March 20, 2024. Hearing none, President Schulz requested a motion to approve the Local Government Efficiency Decennial Committee Meeting Minutes of March 20, 2024, 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 20, 2024  
President Schulz requested any questions or comments on the Regular Meeting Minutes of March 20, 2024. Hearing none, President Schulz requested a motion to approve the Regular Meeting Minutes of March 20, 2024, 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.

**Committee & Staff  
Reports**

**Business Services**

Commissioner Ott reported on the 2023 Will County Levy Tax Rate Calculation. He noted that the information is in the packet showing that it is coming in just over \$4 million and shows just what we can accomplish on our tax dollars. He thanked the staff for their hard work.

Commissioner Ott reported on the Personnel Budget including pay increases and collapsing of some various levels as well we some Personnel Policies. Nothing further to add.

Commissioner Ott spoke on the retirement of Director of Parks Maintenance George Travnicek which will be effective June 28, 2024. He thanked him for the last 28 years at the park district and the integral role he played in the transformation of the New Lenox Park landscape. A press release was released indicating his retirement.

Commissioner Ott wanted to highlight in the Guest Services report that registration has increased 7% from last year which proves our programming is healthy.

*Fiscal Year 2024-2025 Personnel Budget*

President Schulz requested a motion to approve Fiscal Year 2024-2025 Personnel Employee Budget Increases not to exceed 4% for cost of living, longevity, and merit including the entry level compensation chart adjustments. Any position that falls below the entry level grade will be brought to the entry grade level and this will replace any other increases. President Schulz requested, again, any questions or comments. Hearing none, President Schulz requested a motion to approve the Fiscal Year 2024-2025 Personnel Budget (Entry Level Compensation Chart Adjustments). Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Facilities / Planning**

President Schulz reported general maintenance took place this month. Staff are getting the concession stands up and running with some floor maintenance. Director of Parks Maintenance Travnicek noted that some new gutters and downspouts were added at the Lions Community Center. Commissioner Fischer and Director of Recreation Pipiras commented that they have received many comments on how helpful the staff is and how clean the building is at the Lions Community Center from community members and patrons that have used the building.

**Golf Course**

*Golf Course*

Commissioner Kraemer reported the month of March was the best on record due to the Top Tracer. The Top Tracer is very popular, and the mild weather has helped as well. The greens and fairways are already being cut. He noted that the revenue has tripled, and the rounds have doubled.

Food and Beverage Operations

Commissioner Kraemer reported that the Top Tracer has helped our Food and Beverage sales once again, we did just over \$17,000 more than last March. Like everything alcohol prices have increased compared to last year and we will have to adjust accordingly. He noted that gaming had a decent month, and we expect it to keep heading in that direction.

Grounds Operations

Commissioner Kraemer reported that the greens, fairways, and tees have been cut and the course is just waiting on some warmer weather to really start growing. He noted that the bunkers will be addressed at the start of April along with the rough. We have added some ball washers back to the course in limited locations along with more benches on the course.

**Parks/Development**

Athletic Associations

Commissioner Larson reported that the new format for the Athletic Association meetings is going well. The required documents are coming in sooner and all associations seem to like the format. The baseball, softball and soccer seasons are underway with all fields lined and set up.

Contracted Services

Commissioner Larson reported that Service Sanitation had the porta johns out before April 1<sup>st</sup>. McCloud Aquatics will maintain our ponds at the same price, which we are locked in for a 2-year pricing. Beary Landscape staff were taken to all the sites to discuss property lines and identify soft/wet areas. Beary will create a mow schedule for Monday through Wednesday largely based on our previous schedules taking school district needs into account and will begin to mow next week. Commissioner Larson reported that turf applications will start up in May and will coordinate with NLSD 122's applications. He noted that yearly replenishment of safety playground mulch will be scheduled this spring and summer with the schools being scheduled during their summer break.

Fleet & Equipment

Commissioner Larson reported that normal maintenance and inspections will be taking place on all the vehicles. He noted that we are looking to purchase a new 72-inch trim mower which will be paid for by the Out of District fees from the Associations.

Out in the Parks

Commissioner Larson reported that the staff had most of the parks opened early due to the unseasonably warm weather and have begun mowing certain parks within the first 10 days of April. He reported that within the next 2-3 weeks either Sportfields or staff will work on the infield for Rec Softball at Lion's Den. Commissioner Larson congratulated Ken, Gary and Shaun for getting certified in EPA's Construction General Permit Site Inspector Training. This certification is needed since we will be disturbing more than an acre of land at Water Chase Park (OSLAD Grant).

*Hibernia Park Phase II (OSLAD Grant)*

Director of Parks - Maintenance Travnicek reported that they are powering concrete over the course of the next few days in the splash pad area and sidewalks around the building. The epoxy flooring will be put in over the weekend. Once that is completed the staff will install the shoe for the holding around the inside sections. At that point the fencing and gates will be installed, splash pad toys will be installed, and the turf restoration work will be taken care of. The contractor is hopeful to be completed within the first 10 days of May.

*Sharon's Bay Park Update*

Director of Parks - Maintenance Travnicek reported that the meeting that was scheduled for April 16, 2024, was moved to April 23, 2024, to cover over the concept plan and obtain a related budget.

*Water Chase Park Update*

Director of Parks - Maintenance Travnicek reported that the construction fence will be installed April 25<sup>th</sup> and April 26<sup>th</sup> which is earlier than planned. He reported that there is now a roadway leading from Calistoga into Water Chase along with an asphalt path which will be beneficial.

*Athletic Association Requirements*

Director of Parks - Maintenance Travnicek wanted to add that the Athletic Associations for the spring have all their documents turned in, which is a first. All the invoices have been paid on time. He feels that the new process is working.

**Recreation**

*Special Recreation Update*

Executive Director Lewis reported that all programs are going well and are fully staffed. They do have some projects that need to be completed, including a parking lot. Executive Director Lewis is on the committee for the projects and has enlisted Director of Parks Maintenance Travnicek and Assist Director of Parks Maintenance Stephens to assist. They are in the process of purchasing 2 transit vans. They are providing assistance and direction to the Kankakee district.

*Recreational Programming*

Commissioner Fischer noted that Director of Recreation Pipiras sent a letter to NLSL #122 thanking them for their continued partnership and support in working with the NLCPD for our ACES and Trailblazers programs for the 2023-2024. There is a recap in the packet highlighting programs accomplishments for the school year. Commissioner Fischer noted that there are currently 509 children that attend our ACES programs and 101 children that participate in our Trailblazers program that is for our Kindergarten students.

Commissioner Fischer stated that the board was proactive and raised the minimum wage to \$15.00 last May ahead of the 2025 state mandated increase and this has helped our programs to retain and attract new employees.

Commissioner Fischer reported that our fees and charges for the 2024-2025 year will see a increase due to rising costs of materials, yearly salary increments as well as the minimum wage being increased but with that said we are still lower than surrounding communities.

Commissioner Fischer reported again on the 2024 Power Play! Grant that was awarded this year to the ACES program. He thanked Bethany Lerch for putting that together.

Commissioner Fischer noted that during the month of March we went on some bus trips for our seniors, we had 19 youth athletic programs start with a total of 335 participants. We sent out a survey to the families of our 2023-2024 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 eight of the twelve classes currently full with approximately 19 spots available between our 3 and 4 year old classes.

Commissioner Fischer noted some upcoming events that will be taking place. On Friday, April 26 our Summer Program guide will be available on our website with registration for In-District beginning Monday, May 6<sup>th</sup> and Non-residents beginning Monday, May 13<sup>th</sup>. Saturday May 4<sup>th</sup> will be our Touch-A-Truck event at Walker Country Estates and on Sunday, May 19<sup>th</sup> our Bark in the Park event will take place at Walker Country Estates.

President Schulz circled back and requested a motion to approve the Fees and Charges 2024-2025. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

## **New Business**

### *Ordinance #24-04-01 Declaring Currently Owned Property as Surplus and Authorizing its Disposal*

President Schulz requested any questions or comments on the Ordinance #24-04-01 Declaring Currently Owned Property as Surplus and Authorizing its Disposal. Hearing none, President Schulz requested a motion to adopt Ordinance #24-04-01 Declaring Currently Owned Property as Surplus and Authorizing its Disposal. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

### *Ordinance #24-04-02 Amending the Policies of the New Lenox Community Park District*

President Schulz requested any questions or comments on the Ordinance #24-04-02 Amending the Policies of the New Lenox Community Park District. Hearing none, President Schulz requested a motion to adopt Ordinance #24-04-02 Amending the Policies of the New Lenox Community Park District. Motion

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

*Resolution #24-07 Authorizing the Execution of Lease/Purchase Agreement with De Lage Landen Public Finance LLC*

President Schulz requested any questions or comments on Resolution #24-07 Authorizing the Execution of Lease/Purchase Agreement with De Lage Landen Public Finance LLC Agreement. Hearing none, President Schulz requested a motion to approve Resolution #24-07 Authorizing the Execution of Lease/Purchase Agreement with De Lage 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.

**Community  
Announcements**

President Schulz noted the New Lenox Loyalty Day Parade will be on Sunday, May 5<sup>th</sup> with the parade stepping off at 2 pm beginning at 4<sup>th</sup> Avenue and Cedar Road. Additionally, the Village of New Lenox and the New Lenox Chamber of Commerce are excited to 'Bring on Spring' with their annual shop local event, which takes place May 5, 2023 through May 12, 2023. We actively support all our businesses and remind you that shopping locally keeps our community healthy and thriving. For more information, see the Village of New Lenox website- [www.newlenox.net](http://www.newlenox.net)

**Adjournment**

At approximately 6:38 p.m., President Schulz requested a motion to adjourn the April 17, 2024, Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Kraemer seconded by Commissioner Larson. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,  
Melissa McGrath  
Recording Secretary