

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, October 16, 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 October 16, 2024, meeting to order at approximately 6:00 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, Larson and President Schulz.
- Also, in Attendance** Executive Director Greg Lewis, Director of Business Services Kathy Lynch, Director of Recreation Lea Pipiras, Deputy Director of Business Services Jason Braglia, Director of Parks-Maintenance Ken Stephens, and Director of Golf Bob Schulz and Guest Services Supervisor Melissa McGrath.
- Treasurer's Report** Commissioner Kraemer quoted the totals from the Monthly Treasurer's Report as presented for September 30, 2024. President Schulz requested any questions or comments regarding the Monthly Treasurer's Report for September 30, 2024. Hearing no questions or comments, President Schulz requested a motion to accept the Treasurer's Report as presented for September 30, 2024. 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 September 30, 2024. President Schulz requested any questions or comments. Hearing none, President Schulz requested a motion to approve the Payment of Bills as presented for September 30, 2024. Motion made by Commissioner Fischer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.
- Special Guests** Mr. Kevin Bissell, CPA from Cherry Bekaert. LLP delivered a presentation outlining the results of the 2023-2024 audit; a binder outlining the audits results was provided to the Board. Certificate awarded for fiscal year of 22-23 presentation. The certificate is good for a year and the most recent 23-24 fiscal year is being submitted as well. Mr. Bissel went over the highlights of each section of the audit. The golf course highlights included an increase in net position as well as rentals, green fees and driving range. The district continues to devote resources to improving and maintaining parks and facilities. A lot of the trend information for the past 10 years shows how things have changed within the district. A new requirement this year is that all long-term subscriptions for technology need to be recorded, including the Top Tracer system. Discussion of presentation gone through page by page. No questions or comments offered from the board. Kevin Bissell, CPA, commented no difficulty in completing audit and wanted to thank the staff for their cooperation.
- Approval of Minutes** Approval of Regular Meeting Minutes of September 18, 2024  
President Schulz requested any questions or comments on the Meeting Minutes of September 18, 2024, Hearing none questions or comments, President Schulz requested a motion to approve the Meeting Minutes of September 18, 2024, as presented. Motion made by Commissioner Kraemer seconded by Commissioner Ott. Upon a voice vote, all were in favor and the motion passed unanimously.

## **Committee & Staff Reports**

### **Business Services**

Commissioner Ott reported that we have welcomed two new full-time employees over the past month. Blake Shanahan has been promoted from a part time laborer to a full-time maintenance laborer for our Parks-Maintenance Department, which shows we like to promote within. Our Recreation department has added Tammy McMahon to their team as a Recreation Supervisor for Athletics. She comes to us with a wealth of knowledge and years of experience.

Commissioner Ott stated that General Liability Insurance shows an increase in our coverage due to the property value increase. He noted the Guest Services report showed that there was an increase of 13% in registrations compared to last year. Commissioner Ott noted that IT report shows that we had installation of cameras at Hibernia Park which will give us 4 different views as well as many software updates via Andromeda.

Commissioner Ott turned it over to Director of Business Services Lynch regarding the PDRMA 2025 Health Plan Selection and its increase. Director of Business Services Lynch stated that there is an increase, which is higher than it has been in the past, she recommended that we keep things the same and noted that we have budgeted for this increase so nothing will change on the districts end.

#### *Fiscal Year 2023-2024 Audit*

President Schulz asked if there were any further questions regarding the Audit. Hearing none, President Schulz requested a motion to accept the Audit 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.

### **Facilities / Planning**

President Schultz commented that there is just general maintenance going on including evicting squirrels and possums that decided to get into the attic at the Lions Community Center building.

### **Golf Course**

Commissioner Kraemer stated that September outperformed last September by about \$120K in overall revenue with the trend continuing to go up. We hosted more high school matches than in the last couple of years. We have a couple of new fall golf outings this year in October (Friends of Labor, Lewis University Volleyball and Stoney Pointe Grill) which will help secure a good revenue for October. The driving range still outperforming expectations with \$73K in range ball sales in September. Coming in October we will be getting the Angry Birds game for everyone to enjoy at the range. In September we went over 33,000 rounds for the year.

Commissioner Kraemer reported that the Food and Beverage had another good month with almost \$10K more than last September. The supply chain is still having issues that are happening from time to time. Commissioner Kraemer noted that beginning in October we will have limited beverage cart service.

Commissioner Kraemer reported that even with the lack of rain in September the golf course healed well after a very busy summer. There are no major equipment issues to report, and we are close to receiving our 3 Yamaha UMax utility carts as well as the two Toro green mowers that are on track to be delivered from late winter to early spring.

Director of Golf Schulz stated the UMax carts that are coming will replace the Gators that are on their last leg, but Mike has been able to make it work for now and we will be able to salvage parts, making them go from 6 to 3. He stated that the average age of the Gators is 10-12 years, so we have received great work out of them.

Director of Golf Schulz reported that January 18, 2025, will be the Penguin Open. He reminded everyone that we have a heated, covered driving range. The course lights will go off at 7:30pm on Sunday and 8:00pm Thursday thru Saturday's. The grass tees will be closing on November 1<sup>st</sup> for the season with the short game and putting area closing sometime in November based on the weather. He said the menu in the clubhouse will be based on the day. Commissioner Ott asked if there were any plans for winter leagues in the Top Tracer and Director of Golf Schulz noted that it is being talked about and if it happens it will be an early morning league something on the weekend.

President Schulz noted that the new signs at the Sanctuary Golf Course look great. Director of Golf Schulz reported that the signs that are up now are temporary for the ribbon cutting and were held up due to the weather in the south over the course of the last month. The sign company stated that they have received the signs and should be here hopefully next month, and we can call for a final inspection.

## **Parks/Development**

### *Athletic Associations*

Commissioner Larson reported that all fall seasons are winding down with playoffs continuing into November. Director of Parks-Maintenance Stephens stated that girls' softball completed both of their projects at all their fields

### *Contracted Services*

Commissioner Larson stated that pond maintenance and mowing have several more weeks remaining in their contract. He noted that Service Sanitation will be picking up the Porta Johns by the end of the month.

### *Fleet and Equipment*

Commissioner Larson noted that regular maintenance is being done.

### *Out in the Parks*

Commissioner Larson reported that at the end of the month, staff will begin winterizing most of our parks and athletic sites. He noted that Haines disc golf had wood benches installed that were made by Lincoln-Way West.

### *Development Projects Update*

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

Director of Parks-Maintenance Stephens reported that we are still working on audit, implementation and billing requirements from IDNR for 2<sup>nd</sup>/final reimbursement from the state.

#### *Sharon's Bay Park Redevelopment – OSLAD Update*

Director of Parks-Maintenance Stephens reported that the grant draft has been sent to IDNR Grant Administrator and they are hoping to have an announcement made possibly in December.

### *Water Chase Park*

Director of Parks-Maintenance Stephens stated that all the project is 70% complete with all the asphalt work complete as well as the pickle ball fencing and wiffle ball back stop installed. All the grading is complete with the playground equipment and furniture on site and Sport Court has started color coating.

## **Recreation**

### *Special Recreation*

Executive Director Lewis noted that Director of Recreation Pipiras attended the meeting for him due to him needing to attend a meeting at the Village for the Sports Complex. Executive Director

Lewis asked if there were any questions regarding the information in the board packet. He stated that the totals from the golf outings have not been reported. Executive Director Lewis reported that Commissioner Fischer and Commissioner Kraemer will be attending the LWSRA Sports Banquet that is coming up at the end of the month and he thanked them for representing the Park District.

Executive Director Lewis asked Director of Recreation Pipiras what the increase percentage on their insurance and she stated they didn't say but it has to do with those that take HMO compared to those who take PPO.

Executive Director Lewis reported that there is a lot of activity going on with their sensory areas, including the garden and bus, which is exciting. He noted that they were at NPRA and purchased some playgrounds and worked on getting them transported to their facility. The playgrounds include sensory type activities which are good. He stated that because of this, he and Director of Parks-Maintenance Stephens are working with New Lenox School District #122 to improve their playgrounds at Oakview and Haines to assist in making theirs more accessible.

#### Staff Report

Commissioner Fischer noted that LWSRA has many programs, including softball teams who went to the Special Olympic softball championship and received gold in their division. They also have a golf team that used White Mountain in Frankfort as well as the Sanctuary Golf Course. He stated that they have had individuals place in tournaments.

Commissioner Fischer reported that the Recreation Department had a bus trip to the Long Grove Apple Festival with 14 individuals who attended. The Fall Kick Start Soccer League started on September 13<sup>th</sup> for the 5–6-year-olds and September 14<sup>th</sup> for the 3–4-year-olds at our Lion's Den Park. He noted that we added an indoor pickleball league that started on September 22<sup>nd</sup> at Lincoln-Way Central Fieldhouse and had 10 teams register for the season. During the month of September, we ran 13 athletic programs with a total of 183 participants with programs including T-ball, yoga, soccer, flag football, track and field, two basketball programs, four volleyball programs and tennis.

Commissioner Fischer reported that we have a total of 454 participants throughout four locations that participate in our ACES Before/After School Care which is an increase of 30 participants from August. He noted that in our Kiddie Kampus program we have 187 children enrolled in our 12 classes.

Commissioner Fischer reported on the "Last Call Before Fall" event that is held in conjunction with the Village. Our Friends of the Park hosted their annual "Empty Bowls" event which benefits the New Lenox Food Pantry. Over 200 bowls were sold to participants. A huge thank you to the 11 different establishments who provided chili or soup for this event. The local establishments included United Methodist Church, 3 Corners, Sanctuary Golf Course, Bourbon Smokehouse, Gina's Teardrop Café, Berkots, Aurelios of Frankfort, Beggars, Portillos, White Horse and Gatto's. The following businesses donated items for raffles, Aurelio's of Frankfort, Cooper's Hawk Winery & Restaurant, Giordano's Pizza in Mokena, Paisano's Pizza, Crumbl Cookies of Mokena, Nothing Bundt Cakes of Mokena and Sanctuary Golf Course. Commissioner Fischer thanked everyone that donated either soups or raffle donations.

#### Announcements:

Commissioner Fischer announced the Gobbler Gauntlet on Saturday, November 16<sup>th</sup> at the Sanctuary Golf Course. 5K race with a T-shirt included and a free drink at the end of the race. He noted that all the net proceeds will benefit our scholarship program.

Executive Director Lewis wanted to thank the dedicated volunteers of the Friends of the Park who have had three major functions that the weather didn't cooperate but the overall support from the community has been amazing. This group plays a very important piece to what we do.

## **New Business**

President Schulz asked if there were any questions regarding Public Notice: 2025 Annual Posting of Regular Park Board Meetings. Hearing none, President Schulz requested a motion to approve Public Notice: 2025 Annual Posting of Regular Park Board Meetings. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

### *Annual Renewal of the General Liability Insurance (Policy Period 11/08/24-11/08/25)*

President Schulz asked if there were any further questions regarding the Annual Renewal of the General Liability Insurance, hearing none, President Schulz requested a motion to accept the Annual Renewal of the General Liability Insurance. Motion made by Commissioner Fischer, seconded by Commissioner Ott. Upon a roll call vote, all were in favor and the motion passed unanimously.

### *PDRMA 2025 Health Plan Selection Form (NLCPD)*

President Schulz asked if there were any further questions regarding the PDRMA 2025 Health Plan Selection Form, hearing none, President Schulz requested a motion to accept the PDRMA 2025 Health Plan. Motion made by Commissioner Kraemer, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

### *Resolution #24-13 Authorizing the Execution of the Lease with De Lage Landen Public Finance, LLC – (3-2025 Yamaha UMax Utility Carts – Golf Course)*

President Schulz requested any questions or comments on Resolution #24-13 Authorizing the Execution of the Lease with De Lage Landen Public Finance, LLC for 3-2025 Yamaha UMax Utility Carts for the Golf Course. Hearing none, President Schulz requested a motion to approve Resolution #24-13 Authorizing the Execution of the Lease with De Lage Landen Public Finance, LLC. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon a roll call vote, all were in favor and the motion passed unanimously.

### *Resolution #24-14 Authorizing the Execution of the Lease/Purchase with De Lage Landen Public Finance, LLC – (2024 Ford F250 4x4-Parks/Maintenance)*

President Schulz requested any questions or comments on Resolution #24-14 Authorizing the Execution of the Lease/Purchase with De Lage Landen Public Finance, LLC for 2024 Ford F250 4x4-Parks/Maintenance. Hearing none, President Schulz requested a motion to approve Resolution #24-14 Authorizing the Execution of the Lease/Purchase with De Lage Landen Public Finance, LLC. Motion made by Commissioner Kraemer, seconded by Commissioner Larson. Upon a roll call vote, all were in favor and the motion passed unanimously.

### *Resolution #24-15 Credentials Certificate – Annual Delegates to the Business Meeting of the IAPD*

President Schulz asked if there were any questions regarding Resolution #24-15. Hearing none, President Schulz requested a motion to approve Resolution #24-15 Credentials Certificate – Annual Delegates to the Business Meeting of the IAPD. Motion made by Commissioner Ott, seconded by Commissioner Fischer. Upon a roll call vote, all were in favor and the motion passed unanimously.

**Adjournment**

At approximately 6:54 p.m., President Schulz requested a motion to adjourn the October 16, 2024, Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,  
Melissa McGrath, Recording Secretary