

**KINGSBURY PARK DISTRICT  
BOARD MEETING MINUTES  
Monday, May 12, 2025  
Kingsbury Park District Office  
712 Franklin Avenue  
GREENVILLE, ILLINOIS**

The regular Board Meeting of the Kingsbury Park District was called to order by President Barb Smith at 6:00 pm.

Roll Call

<i>Name</i>	<i>Present</i>	<i>Absent</i>	<i>Arrival Time if Present after Roll Call</i>
Barb Smith	X		
William Schneck	X		
Joellen Vohlken	X		
Lynn Ulmer	X		
Greg Sanders		X	

Others Present

<i>Name</i>	<i>Title</i>
Jerry Sauerwein	Director of KPD
Carrie Dunn	Recording Secretary

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Secretary Sauerwein swore in Commissioners Ulmer and Wilkie

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## ***Election of Officers***

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A motion was made by	Joellen Vohlken
And seconded by	Amanda Wilkie

to: ***Nominate Barb Smith as President.***

After receiving no additional nominations, Board President Smith closed nominations and called for a vote.

Vote:

Name	Yes	No	Absent	Abstain		
Barb Smith	X					
William Schneck	X					
Joellen Vohlken	X					
Lynn Ulmer	X				Motion	
Amanda Wilkie	X				Approved	Not Approved
Total	5	-	-	-	X	-

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A motion was made by	Amanda Wilkie
And seconded by	William Schneck

to: ***Nominate Joellen Vohlken as Vice-President.***

After receiving no additional nominations, Board President Smith closed nominations and called for a vote.

Vote:

Name	Yes	No	Absent	Abstain		
Barb Smith	X					
William Schneck	X					
Joellen Vohlken	X					
Lynn Ulmer	X				Motion	
Amanda Wilkie	X				Approved	Not Approved
Total	5	-	-	-	X	-

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A motion was made by	Joellen Vohlken
And seconded by	Barb Smith

to: ***Nominate William Schneck as Treasurer.***

After receiving no additional nominations, Board President Smith closed nominations and called for a vote.

Vote:	Name	Yes	No	Absent	Abstain		
	Barb Smith	X					
	William Schneck	X					
	Joellen Vohlken	X					
	Lynn Ulmer	X				Motion	
	Amanda Wilkie	X				Approved	Not Approved
	Total	5	-	-	-	X	-

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A motion was made by	Barb Smith
And seconded by	Joellen Vohlken

to: ***Nominate Jerry Sauerwein as Board Secretary.***

After receiving no additional nominations, Board President Smith closed nominations and called for a vote.

Vote:	Name	Yes	No	Absent	Abstain		
	Barb Smith	X					
	William Schneck	X					
	Joellen Vohlken	X					
	Lynn Ulmer	X				Motion	
	Amanda Wilkie	X				Approved	Not Approved
	Total	5	-	-	-	X	-

Citizen Input: None

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A motion was made by	Joellen Vohlken
And seconded by	Barb Smith

to: ***Approve the Minutes of the Board Meeting dated April 14, 2025.***

Vote:	Name	Yes	No	Absent	Abstain		
	Barb Smith	X					
	William Schneck	X					
	Joellen Vohlken	X					
	Lynn Ulmer	X				Motion	
	Amanda Wilkie	X				Approved	Not Approved
	Total	5	-	-	-	X	-

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A motion was made by	Joellen Vohlken
And seconded by	Amanda Wilkie

to: ***Approve the Warrant #639, and unpaid bills dated May 12, 2025.***

Vote:	<i>Name</i>	<i>Yes</i>	<i>No</i>	<i>Absent</i>	<i>Abstain</i>		
	Barb Smith	X					
	William Schneck	X					
	Joellen Vohlken	X					
	Lynn Ulmer	X					
	Amanda Wilkie	X				Approved	Not Approved
	<i>Total</i>	5	-	-	-	X	-

### Directors Report:

Sauerwein reviewed the following with board members:

#### **Bathroom and ADA Ramp – New Office**

Robinson Construction will be the contractor for general construction of bathroom and ADA ramp at the office. Harris and Sons will handle the plumbing. Both contractors have met on-site and are scheduled to begin work shortly. We have received the building permit from the City of Greenville for the construction project.

#### **Dewey Street Construction**

Ameren has been on-site over the past few weeks relocating utilities in preparation for the Dewey Street improvement project. Construction will begin as soon as Ameren's work is complete. Road will be closed for through traffic. Project must be completed in 3 months when started. The City has been very good at communicating with the District on the project.

#### **Audit**

CJ Schlosser is currently conducting the annual audit.

#### **OSLAD Grant Project**

- Slatton's completed sidewalk work on Friday, March 18th. The District worked with them on the elevation changes.
- Maintenance staff have begun grading and dirt work. The weather-related delays have impacted the timeline.
- Pat Harris has completed most equipment installation, with the water fountain installation pending.
- Fence installation by Westendorf will follow final grading.
- We have ordered the dog park rules sign.
- I am preparing final documentation for CJ Schlosser to complete the Agreed-Up on Procedures (AUP) report. The two remaining invoices will be for fencing and its installation. Once they have been received the paperwork will be forwarded to CJ Schlosser as per the OSLAD requirements.
- The last thing to complete is the solar lights. Sauerwein to work with City to get them to provide the bucket truck for installation.

## **IAPD Boot Camps**

Commissioners Ulmer and Wilkie have expressed interest in attending this year's IAPD Boot Camp. If any other Commissioners would like to attend, please let Sauerwein know.

## **Spring Programs**

Please see the attached report from Curry for updates on Spring and summer activities.

## **Nature Preserve Trails – Draft Usage Policy**

Board members received a draft of the proposed Trail Usage Policy for the Nature Preserve Trails. The Board initiated discussion on this matter in 2023. With the recent increases in trail use—particularly following the launch of Greenville University's equine program—have further highlighted the need for formal guidelines.

Based on staff observations and ongoing trail conditions, it is evident that, at minimum, a wet weather closure policy is necessary to protect trails. A draft of the policy has been submitted to the Greenville University President Suzanne Davis for review. Sauerwein revised the fall trail closing date from November 1st to December 1st. From experience, spring presents a greater risk to trail surfaces due to increased rainfall and soft ground conditions.

Sauerwein has also consulted with the President of the Illinois Boots and Saddle Club. Until a formal policy is adopted, a temporary closure protocol has been implemented: the trails will be closed for a minimum of 48 hours following any rainfall of 1 inch or more within a 24-hour period. This information has been communicated with Greenville University and the status of the trails.

Sauerwein put that the reservation is free, but fees could be assessed for use of the trails, similar to the boat permits fees on Patriots Park, \$10 for in district and \$30 for out of district.

## **Nature Preserve House**

Woods Basement Services has been out to look at the Nature Preserve House. Board members received information on their proposal for fixing the sagging floors. Sauerwein also informed the Board that his wife Michele now works for Woods and that in her position she will receive no compensation if the District chooses Woods for the job.

## **Pool**

Staff are preparing the pool for opening day on May 26th. Sauerwein is currently addressing an issue with the deep end floor and main drain boxes in coordination with Chester Pools. The District is on Chester Pools calendar to fix the issue at the end of the pool season.

## **Final Tax Computation**

The final property tax computation is attached. Key figures include:

- EAV increased from \$119,058,936 to \$134,232,545 (a 12.74% increase)
- This occurred despite a 9.455% negative multiplier
- The Park District tax rate is now 0.467643, a 6.67% decrease from last year

## **Revenue and Capital Expenses for the Recreation Space at the New Office**

At the April Board meeting, Commissioner Ulmer requested information regarding the anticipated revenue and capital expenses associated with the recreation room at the new office. This topic has been addressed at multiple Board meetings during the building acquisition process. As previously discussed the primary motivation for purchasing the building was to avoid rising rental costs, the new provision that the District would need to pay the property taxes, and potential expenditures on improvements to a facility the District did not own. If the District remained in the previous location, the projected 2025 rent payment would have totaled \$15,600.

Using 2022 tax figures the previous Landlord had, the estimated property tax would have been \$3,681.36. With the most recent assessment and last year's tax rate that amount would have increased to approximately \$4,929.02—a difference of \$1,247.66. In total, the known cost avoidance for 2025 is \$20,529.02, not including any unforeseen expenses that may have arisen under the terms of the lease.

It is also important to recall specific lease provisions that would have placed further financial responsibility on the District, including:

- Tenant responsibility for interior plumbing
- Shared (50/50) costs for heating and cooling repairs or replacements
- Sole responsibility for all interior electrical repairs

Once the recreation room is complete, the District will resume its tumbling program, which in 2024 generated \$2,544 in revenue. With a larger, multipurpose space, we anticipate at least maintaining—if not exceeding—this level of income. Additionally, the improved layout will allow for expanded programming and greater flexibility, including more offerings for birthday parties and recreational rentals. The previous location was limited in this capacity due to spatial constraints. This was discussed at previous meetings as the Board explored other locations and options.

As for capital expenditures, the final costs were as follows:

- HVAC Units: \$20,015
- Electrical Work for the Recreation Room: \$4,873.28
- Total Capital Investment: \$24,888.28

This total remains well within the originally estimated budget of \$30,000. These investments align with the District's long-term goals to enhance facilities, expand programming opportunities, and reduce operational liabilities. Once the back room is complete we can open it up for rentals, tumbling, etc and see in a year what revenue it generates.

### **Pickleball Courts**

The FCA Pickleball tournament will be held the weekend of May 16<sup>th</sup>. Some of the regular pickleball players have requested a wind sock be placed at the courts. The socks have been ordered.

## **Kingsbury Park District Recreation Highlights May Board Meeting | 2025 from Curry**

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### **Youth Baseball**

- **Schedule Status:**  
All little league baseball schedules have been finalized and are currently pending approval from partnering towns. Once approved, schedules will be promptly released to participants. The season starts on June 2<sup>nd</sup>.
  - **Participation:**  
A total of **235 youth** from the district have registered across all little league baseball programs, indicating strong community interest and engagement in spring sports.
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### **Spring Soccer Program**

- **Program Recap:**  
The **2025 soccer season** was successfully completed this spring through our continued partnership with **Greenville University (GU)**.
- **Weather & Scheduling:**  
We experienced favorable weather conditions, resulting in **minimal use of scheduled rain dates**, which helped keep the program on track.
- **Community Feedback:**  
The season was **well-received by families**, with multiple parents expressing appreciation

for the efforts of their children's coaches.

- These kudos were shared with **GU Head Coach Chris Swift**, who has been instrumental in the program's success.

- **Overall Outcome:**

The season was widely viewed as a **resounding success**, reflecting strong collaboration and community involvement.

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### **Aquatics: Lifeguard Preparation**

- **Staffing and Orientation:**

A lifeguard orientation meeting was held on **Saturday** to review employment documentation, go over the **Lifeguard Manual**, address applicant questions, and reinforce the importance of registering for the mandatory certification class.

- **Applications:**

We have received **18 lifeguard applications** to date. We have multiple returning guards this year.

- **Certification Class Schedule:**

Lifeguard certification training will take place on **May 22, 23, and 24** at the Kingsbury Park District pool.

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### **Community Engagement**

- **Giveback Day – Thank You:**

A sincere thank you goes out to the **BCCU2 Comets** for their outstanding volunteer work during **Giveback Day on May 2, 2025**.

- Volunteers assisted with projects at the **pool** and **Patriots Park**.
- Their service continues to make a meaningful impact in preparing our facilities for the summer season.

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### **Summer Programming and Facilities**

- **Tennis:**

Registration is open for summer tennis programs. Community interest is being encouraged through digital and print promotions.

- **Swim Lessons:**

Online registration for swim lessons is now live and accepting enrollments.

- **Private Pool Rentals:**

Applications for **private pool rentals** are now being accepted. Interested parties can submit their requests via our website or by contacting the office directly.

- **Pool Passes:**

Season **pool passes are now available for purchase online**.

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New Business: None

Unfinished Business: None

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A motion was made by	Joellen Vohlken
And seconded by	Lynn Ulmer

to: *Adjourn the regularly scheduled Board Meeting at 7:10 pm.*

All present signified with Aye.