

Minutes of the Special Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, June 20, 2018 at 5:00 pm at the Village of New Lenox of New Lenox, Executive Session Room, New Lenox, IL.

**GENERAL FUNCTIONS:**

**Call to order** President Schulz called the June 20, 2018 meeting to order at approximately 5:06pm.

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

**Also in Attendance** Executive Director Greg Lewis, Director of Business Services Kathy Lynch, Director of Golf Bob Schulz, Director of Recreation Lea Pipiras, Director of Parks Maintenance George Travnicek, and Deputy Director of Executive Services Jacque Tuma.

**Discussion – Personnel Changes**

Director of Business Services Lynch commented the changes in the personnel manual are due to the changes in law. Management Association recommended to allow hourly full time employees to have comp time paid out at time and half; capped at 40 hours; and if it is not used by the end of the year they are issued a check on the last pay day of the year. Director of Business Services Lynch noted overtime must be pre-approved. Commissioner Kraemer noted this could be a lot of hours. Commissioner Thomson doesn't want this to get overall burdensome. Commissioner Fischer noted the software we have in place will keep track. Director of Business Services also noted the Audit and Gaming Committees should be meeting at least four times a year; the recommendation is to change the language to say "annual meetings or as needed." Executive Director noted the gaming committee may have to meet more if a new gaming group is coming in. Commissioner Fischer asked how long our contract with the current provider is. Director of Golf Schulz noted it is a five year contract which is budgeted for. Executive Director Lewis noted Deputy Director of Executive Services Tuma gets the information for the gaming and keeps everything in compliance. It was mentioned to email the committee members the notices.

Director of Business Services Lynch noted it was also recommended have our Commissioners sign off on an acknowledgement of the Personnel Rules and Regulations. Commissioner Thomson is favor of this recommendation if the acknowledgement was worded differently; as Commissioners are not employees of the Park District. Attorney Vitiritti will work with Director of Business Services Lynch on the new acknowledgement for the Commissioners to sign off on.

**Discussion – General Budget Fiscal Year 2018-2019**

Executive Director Lewis noted with the budget in general everything is accounted for and the beginning balances are good. Fund 26 didn't account of the buses at 62K; therefore there's a revision. Executive Director Lewis wants to be cautious as to what is spent out of this fund due to OSLAD coming back. IMRF fund is being reduce so this year it may go in the negative; Golf Course fund beginning balances with liabilities are in the negative. It was noted the GO Bonds are going the wrong way due to some projects coming in over budget; which may mean we just don't do as much out of the Land Acquisition Fund; currently not concerned as staff is sharpening their pencils to bring project back within the means. Commissioner Thomson and Commissioner Fischer both are good with the budget. The Auditors have given us high kiddos for the fiscal year ending April 30, 2018.

Commissioner Thomson asked about the notes on page 2 of line item. Executive Director Lewis noted there isn't a deficiency yet it's note so if there was one we can do a transfer. Corporate fund is good with the reserves and Recreation fund is always looking to have revenue grow. It was noted the 50% reduction for impact fees is fading out. Executive Director Lewis noted we will have to watch moving forward the tax appeals; meaning they don't really care if you have reserves you should be able to go a whole year with out tax funds. Executive Director Lewis noted the technology amount is now coming out of fund 10, 20, and 32; spread out over the funds to help. It was noted that Leigh Creek South is looking to be the next OSLAD project and staff will be meeting with homeowners to review the concept plan. There was a discussion about possible other sites such as Sky Harbor, Bristol Park, and Water Chase. There was also mention that Fieldstone Park needs a parking lot.

**Adjournment**

At approximately 5:45 p.m. President Schulz requested a motion to adjourn the June 20, 2018 Special Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Kraemer, seconded by Commissioner Thomson. Upon voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,  
Jacque Tuma  
Recording Secretary