

Minutes of the Special Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, June 28, 2018 at 5:00 pm at the Administrative Building of New Lenox, Conference Room, New Lenox, IL.

GENERAL FUNCTIONS:

Call to order President Schulz called the June 28, 2018 meeting to order at approximately 5:06pm.

Attendance The following were present: Commissioners: Kraemer, Fischer 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 - Capital Improvements

Districtwide – Budget 2018-2019

Executive Director Lewis noted the District will have a better understand of the bond money after the budget is finalized and approved; right now we are going in the wrong direction but over the next few years it will equal itself out. Director of Business Services Lynch explained to the board that the time and attendance has been installed; phase II will be more for the full time hourly employee to either receive overtime or comp. time paid at time and half. This will be completed in July. Time Simplicity will be a more complex scheduler which the Recreation Department will utilize more. President Schulz asked if prior to this system going into place if timecards were done manually. Director of Business Services Lynch noted yes it was being done by hand. With the new scheduler it will also allow for alerts to happen when a shift becomes available instead of a Supervisor having to make calls to find a replacement. Commissioner Fischer would like to know a more detailed breakdown of the whole software system for the Time and Attendance.

Executive Director Lewis noted the generator was on the National Joint Purchasing program and we have quotes for the new generator with payments over the next several years. Director of Parks Maintenance Travnicek noted the current generator has failed. Executive Director Lewis noted once the budget is passed purchases can move forward.

Executive Director Lewis noted the Fire Alarm upgrades for the Golf Course Clubhouse have been completed but overbudget; and the Community Center is finishing up the final equipment. Both locations need a Knox Box to pass final inspection from the Fire Department.

Executive Director Lewis noted on the technology side everything is going well; a new line item was created to accommodate software enhancements and training. The goal moving forward is to replace the hard drives with SSD's unless the computer needs a total replacement.

Executive Director Lewis noted the 3rd bus we will have to bid out because there is no state bid currently and we will need a 3rd bus sooner than the state can put a bid together. President Schulz noted as long as it comes to committee first and then brought the board's attention he's good. Executive Director Lewis noted LWSRA currently has three buses. Commissioner Fischer asked what the turn over is for the mileage on the buses. Director of Parks Maintenance Travnicek noted our buses are not driven daily so the mileage on ours will take years to build up. Executive Director Lewis noted LWSRA will flip theirs every five years; but we can utilize them if need be. Director of Parks Maintenance Travnicek noted he is in contact with FBI Buildings for the 901 building to add on once the Village turns the build over to the Park District and make this location the bus barn for possibly both NLCPD and LWSRA.

There was discussion regarding the OSLAD grant and Leigh Creek South. Commissioner Fischer would like all funds to be identified for where they come out of. Executive Director Lewis noted we need to have a concept plan first to move forward for where the funds come out of. Commissioner Fischer asked if it could come out of the ADA fund over the next two fiscal years. Executive Director Lewis noted staff will take the next 30 days to look over and review things. Commissioner Fischer asked if the foundation would be contributing funds. Executive Director Lewis noted in order to file for the grant written commitment has be submitted as well. Commissioner Fischer would like to know what plan "B" is moving forward. There was continued discussion on Leigh Creek South and how many attempts would we apply for the OSLAD grant for

this site. There was also discussion about Sky Harbor and to not wait as long for this site to be developed. Executive Director Lewis noted staff will identify from the budget where the funds will be coming from for Leigh Creek South and will obtain a better commitment from LWSRA.

Director of Golf Schulz noted ahead of the budgeted figure for the 2nd phase of the golf cart paths; RFP's have kept the pricing under 25K.

Director of Recreation Pipiras noted the ceiling tile will be replaced in August at the Community Center. Director of Recreation Pipiras noted it is being proposed to restore the old kitchen area back along with removing the stove in room 4. Commissioner Fischer commented to label it a reheating kitchen instead this will help keep costs down.

Director of Parks Maintenance Travineck noted RS Corcoran will be resealed and lined this year. In fund 50 need to meet the priority; the drainage issues and down spouts at the LCC. We also need to address the lost curbing and the paving issues at the LCC parking lot but this will have to wait until the next bond cycle. We will be energizing two more shelters this year; along with looking into a combo building for Hibernia similar to Walker. There was also discussion on replacing the roofs at Schoolhouse Manor and Wildwood. There was also discussion about putting a parking lot in at Fieldstone as this would be an ideal park site to do programming; but since there currently isn't a parking lot it makes it difficult to program. There was also talk about improving Spencer Park; along with using the 901 building as a satellite shop and have crews show up at each location which would be ideal for time efficiency.

Executive Director Lewis recapped what projects will be completed in Fiscal Year 2018-2019.

Adjournment

At approximately 6:23 p.m. President Schulz requested a motion to adjourn the June 28, 2018 Special Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Kraemer, seconded by Commissioner Fischer. Upon voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Jacque Tuma
Recording Secretary