

Minutes of the Special Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, April 15, 2015 at 5:00 pm at the Formal Executive Conference Room 202 at the Village Hall, New Lenox, IL.

GENERAL FUNCTIONS:

- Call to order** President Fischer called the April 15, 2015 meeting to order at approximately 5:00pm.
- Roll Call** President Fischer asked for everyone to state their names for the record; the following were present, Commissioners: Kraemer and Schulz.
- Also in Attendance** Executive Director Greg Lewis, Attorney Angelo Vitiritti, Parks-Maintenance Superintendent George Travnicek, Recreation Superintendent Shirley Braglia, Director of Golf Schulz, and Executive Assistant/Office Supervisor Jacque Tuma.
- Athletic Association User Fee/Out of District Fee Questionnaire** Executive Director Lewis noted there is still one missing. Parks-Maintenance Superintendent Travnicek noted he has received verbal from Baseball but not the hard copy. President Fischer asked how the Tri-Annual meeting went. Parks-Maintenance Superintendent Travnicek noted they are all in agreement with an OOD fee but not a field maintenance fee. It was noted the OOD fee varied anywhere from \$10.00-\$35.00 per person. President Fischer is all for giving the associations more of the costs. It was discussed about the In-District vs. Out-of District ratio and to reduce it from 80/20 to possibly 70/30. Parks-Maintenance Superintendent Travnicek noted baseball is around the 80 mark but soccer's travel is what makes them not complaint. It was not most associations recreational leagues are in compliance it's their travel leagues which bring their ratio down. Parks-Maintenance Superintendent Travnicek noted Mustangs asked what the lead time was between in district vs out of district registration. Recreation Superintendent Braglia noted it is 10 days between registration; she also noted about 5% of our registration comes from out of district patrons. Executive Director Lewis note Commissioner Larson is concerned with how this additional money will be used. It was noted it would help with finding/purchasing land. President Fischer asked how this would be enforced; would there be consequences for each offense. Executive Director Lewis noted there needs to be a long term solution; possibly starting with lowering the ratio and charging a user fee for OOD. President Fischer noted currently we don't charge for OOD but we need to start to help recoup overhead costs. Executive Director Lewis noted the maintenance fee we received a push back for. Parks-Maintenance Superintendent Travnicek noted they also were not ok with paying for NLCPD staffing. Commissioner Schulz noted it's time to start splitting more the expenses we incur. President Fischer is concerned about losing control over the field maintenance if we allow the associations to make their own arrangements. Executive Director Lewis noted we have more options with charging an OOD fee; this is where we should start to help recoup some of the costs. Parks-Maintenance Superintendent Travnicek noted this is a work in progress. It was noted the common percentage was 70/30. Commissioner Kraemer noted he was fine with 70-75% and charging \$20-\$25 for OOD fees; with more control of the fields. Commissioner Schulz is ok with the 70 or 80 and an OOD fee. President Fischer is ok with 70-75% but has concern about in district participants not being able to use the fields. Recreation Superintendent Braglia noted to change it from 80/20 to 75/25 and charge \$20.00 OOD for each person. There was mention of a penalty fee for each player over the ratio; it was discussed to charge triple the normal OOD fee and invoice the association. It was also discussed to put in writing the offensive and the fines associated to each offense. This will be worked through committee. Executive Director Lewis noted we need to be firm with these changes. President Fischer recapped: 75/25 ratio with a \$20.00 OOD fee per person and a fine of \$60.00 for any player who is over the 75/25 ratio.
- Fees & Charges – Park Rentals Updated** Recreation Superintendent Braglia reviewed the updated Park Rental charges with the board. This will be on the May agenda for approval.
- Eagle Scout Project Update** Parks-Maintenance Superintendent Travnicek noted he is still waiting to hear back from the American Legion and VFW; meet with Planning Resources regarding design but will not continue forward until he has commitment.

**Capital Development/
Future Open Space
Acquisition for
Recreational Needs**

Executive Director Lewis noted there could be some potential leads for land. Executive Director Lewis noted we got approved for the reimbursement of Walker Country Estates in the amount of \$287,500.00. Executive Director Lewis noted this will help with Fund 51 and we need to start building this fund back up.

**Discussion on the
Executive Director
Multiple Year (3)
Employment
Agreement**

President Fischer would like to have a full board before approval. Executive Director Lewis noted Commissioner Larson is in agreement with the contract and is ok with proceeding. The census was to approve in the regular scheduled meeting.

**Discussion on FY 15/16
Budget Overall Personal
Increase not to exceed
3% for CPI, longevity,
And merit (excludes
Individual position
Reclassifications)**

President Fischer noted he meet with Business Services Superintendent Lynch regarding the retro pay for staff and by approving the CPI increases earlier will help with payroll. President Fischer commented about possibly going to 2.5% instead of 3% because in a 1 ½ years will be going out for referendum again. Commissioner Kraemer is in agreement with Executive Director's recommendation of 3%. Executive Director Lewis noted we are not currently hiring more; but there will be reclassifications; by approving the CPI increase this will help with the bulk of staffing and payroll. Executive Director Lewis noted we are excepting staff to do more with less; we as a district have done a lot more and staff deserves recognition, he noted we have already started losing staff to the Village. Commissioner Schulz is fine with a 3% CPI increase. President Fischer is concerned about the perception of the 3% increase. Executive Director Lewis noted he could figure out our 5 year average; which there was two years we were on a salary freeze. President Fischer would like to see the 5 year average of the CPI.

**Discussion on Board
Agenda/Committee
Assignments**

President Fischer noted the committees are more defined and each commissioner needs to be more actively involved in their committee assignments. Executive Director Lewis noted the agenda and the committees mirror each other now. Enterprise is now the Golf Course and there are five committees with staff member reports. President Fischer noted committees are supposed to meet 4 times a year; which the only one which actually does this regularly is the Athletics with the Tri-Annals. Next month is the reorganization of the Board; if there are any changes please let President Fischer or Executive Director Lewis know.

**Proposed Changes
To Athletic Association
Requirements**

Discussion on how to address the Soccer Associations' 80% Residency Violation

Executive Director Lewis noted this was covered earlier in the meeting. Parks-Maintenance Superintendent Travnicek noted this would go into effect starting in 2016. It was determined for now to come up with the offensives and the consequences then go from there. There was discussion about the storage shed soccer would like to have; it was noted they need to come in front of the board to discuss. It was also noted all documentation needs to be in the hands of

NLCPD prior to their first game for all associations. It was noted to compile or come in front of the board with a written plan of action on how to correct matters.

Adjournment

At approximately 5:50PM President Fischer requested a motion to adjourn the April 15, 2015 Special Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Kraemer, seconded by Commissioner Schulz. Upon voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Jacque Tuma
Recording Secretary