

Minutes of the Special Workshop Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, April 17, 2019 at 5:00 pm at the Formal Conference Room 202 at the Village Hall, New Lenox, IL.

GENERAL FUNCTIONS:

Call to order Commissioner Thomson called the April 17, 2019 meeting to order at approximately 5:00pm.

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

Also, in Attendance Executive Director Greg Lewis, Attorney Angelo Vitiritti, 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.

**Illinois 5 yr Min.
Wage Increase
Schedule/Entry
Level Compensation
Chart**

Commissioner Thomson noted to the board there has been several conversations regarding the budget and personnel with Director of Business Services Lynch and Executive Director Lewis; he asked if all questions could be kept until the end. Executive Director Lewis explained to the board about Senate Bill 1 and how it will affect our compensation chart. It was noted the minimum wage doesn't come to an equal 2-3% which what we have typically done in the past for raises; and the district as a whole cannot afford to move the chart by the % listed on the sheet or dollar amount so these adjustments have to be done fiscally. The lower levels will be moved from \$8.25 to \$10.00 for the first year and then we will work on collapsing the chart again over the next 3-5 years with a plan of action. It was noted the top portion will move quicker than the bottom portion over the next several fiscal years. By adjusting the new entry levels only 16 positions were affected that fell below the minimum wage increase. With the approval this evening the new entry level will go into effect as of April 28th's payroll and everyone will either go to the minimum entry level or receive the 3% increase; not both. Timing is an essence of what will be affected; but in the upcoming years the entry level chart will be further collapsed; positions will be possibly combined, eliminated, and/or title changes. Commissioner Thomson noted rates are going to go up and if at the federal level the minimum wage is increased to \$15.00 then it'll force everything one year earlier. It was noted this will help us in the long run with getting new employees who will stay within the company instead of being trained and then leaving us. With the new system employees can be capped out; due to the wage on an hourly employee maybe more than their Supervisor.

**FY 19/20 Personnel
Budget Increase
Employees Not to
Exceed 3% for the cost
Of living, longevity &
Merit. (Excludes
Entry Level Compensation
Chart Adjustment)**

It is recommended and within the budget to approve tonight the Personnel Budget Increase for employees with the recommendations that have been discussed during the workshop. This will help set the stage for the Business Services Department and staff for the next 2-5 years with a plan. Commissioner Thomson noted reserve accounts are going to remain the same and revenues will help cover the costs with this recommendation. It was noted the Park District's salary and benefits is still 40% which is less than normal. Commissioner Fischer noted Director of Business Services Lynch and Executive Director Lewis put in a lot of time and effort to present what is in front of the board this evening and Commissioner Thomson took the lead. Commissioner Larson is glad this is being looked at. Executive Director Lewis noted many districts are not doing anything right now and Mokena Park District noted we are the standard of how to do things. HR Source is helping out other districts now as well. Commissioner Thomson mentioned if we are the lead in the charge is it possible for the data to be flawed. Executive Director Lewis HR Source is helping other districts which will help with the data moving forward. Commissioner Thomson would like to here from the other Directors regarding the changes. Director of Recreation Pipiras comment staff will be thrilled especially our Before and After School program. Director of Parks-Maintenance Travnicek bumping his crew up from \$8.25 to \$10.73 will hopefully bring in applicants moving forward. Commissioner Thomson noted this will help level the playing field. Commissioner Fischer asked

about the 650 hour cap. Director of Parks-Maintenance Travnicek noted during the summer months it would be roughly 510 hours. Director of Recreation Pipiras noted staff would be over the 650 hour cap. Executive Director Lewis commented it is better to give the higher rate to the teens because there really isn't a good way to track the hours and if you miss it by one day after their 18th birthday you are in violation and could be fine 5X's the difference plus a \$1,000.00 fine. Director of Recreation Pipiras noted currently Costco and Target are at \$13.00. Director of Golf Schulz commented he mentioned this 3 years ago at the Golf Workshop that the pay needed to be increased and the affect this year isn't as much as he thought. President Schulz is good with everything and thanked the committee. Executive Director Lewis noted IV is on the regular agenda to be approved and this will keep the budget moving forward. It was noted it'll be uphill battle with IMRF and only receiving 80K in new tax monies but we will continue the fight. Commissioner Thomson asked if the entry level chart will be reviewed every year. Executive Director Lewis noted it will until the system breaks or we meet the requirement.

Adjournment

At approximately 5:34 p.m. Commissioner Thomson requested a motion to adjourn the April 17, 2019 Special Workshop 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