

**MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF COMMISSIONERS  
OF THE PARK DISTRICT OF LA GRANGE, ILLINOIS  
HELD AT THE ADMINISTRATIVE OFFICES  
536 EAST AVENUE, LA GRANGE, ILLINOIS**

**DECEMBER 18, 2017**

**President Penicook called the meeting to order at 7:04 P.M.**

PRESENT: Commissioners Penicook, Vear, Ashby, Jacobs,

ABSENT: Commissioner Lacey

STAFF PRESENT: Executive Director Dean Bissias, Superintendent of Facilities Chris Finn, Superintendent of Finance Leynette Kuniej, Superintendent of Recreation Kevin Miller, Fitness Center Supervisor Jenny Clark, Recording Secretary Ginger Zeman

OTHERS PRESENT: Attorney Jim Rock

President Penicook welcomed everyone to the meeting and asked for changes to the agenda. She then explained that this is a special meeting because our regular meeting scheduled for December 11, 2017 was postponed so that a public hearing on Truth in Taxation could be held.

**Public Hearing - Notice of Proposed Property Tax Increase**

*Public Hearing to Approve a Proposed Property Tax Increase for the Park District of La Grange for 2017*

At 7:05 P.M. President Penicook called the Public Hearing to order. President Penicook stated this is a truth in taxation hearing for the proposed levy for 2017. Staff has recommended a 5.32% increase in the tax levy in order to capture the tax revenue from the added new growth in the village from the Ashland condos and Opus project. Because we will be adding a large number of residents, it is prudent to have the corresponding tax dollars to provide services for these additional residents at the Rec Center, the parks and in our programming. The actual tax increase to taxpayers will remain capped at 2.1%, which is the cost of living. There was no public comment.

At 7:09 P.M., after providing ample time for public comment, Commissioner Vear motioned to close the Public Hearing and Commissioner Jacobs seconded the motion, which passed by Voice Vote.

**Communications, Presentations & Declarations**

*Public Comments/Participation (Board Manual Section #152)*

None



## REGULAR BOARD MEETING - DECEMBER 18, 2017

### Consent Agenda

Commissioner Jacobs motioned to approve Item 3.1 Approval of the Minutes of the Regular Board Meeting of November 13, 2017; Item 3.2 Approval of the Minutes of the Executive Session Board Meeting of November 13, 2017; Item 3.3 Approval of the Financial Report dated November 30, 2017; Item 3.4 Approval of the Consolidated Vouchers for December dated December 18, 2017.

Commissioner Vear seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Vear, Ashby, Jacobs  
NAYES: None  
ABSENT: Commissioner Lacey

### Staff Reports

#### *Director's Report*

#### *Update on the La Grange Fitness Center PARC Grant Funds*

Director Bissias stated all the paperwork for the PARC Grant has been submitted to the state... It usually takes 45 days from submission to receive the funds.

#### *Update of Other Park District Matters*

#### *Meadowbrook Manor Playground*

Director Bissias stated that the Meadowbrook Manor playground and the wood chip base has been installed. Superintendent of Facilities Chris Finn stated it would be safety certified tomorrow and then it could be opened. Commissioner Jacobs stated she would do a press release with pictures when it opens.

#### *Staff Comments*

Fitness Center Supervisor Jenny Clark stated the fitness center is doing fantastic! There are 1,313 members as of today. Director Bissias stated the numbers are higher than anticipated at this point. Active Souls fitness center in La Grange closed and we are enrolling many of their former members and some of their instructors are teaching here. The promotion for December is the "gift of health" gift certificates. The promotion for January is "start your journey" with a giveaway t-shirt. She stated the group fitness classes are growing with over 300 participants. They had to relocate to larger rooms for some classes. Jenny stated the Park District employs 4 personal trainers with different hourly rates for training, walking the fitness floor, orientations and clinics. Commissioner Vear asked about the slow summer months. Fitness Supervisor Clark stated she will target the student market in the summer. She stated she is advertising the fitness center on club.com, my entertainment app in the local bars, Facebook, and on the Chamber of Commerce Facebook page. The more we market, the more we attract. Commissioner Jacobs asked about the demographics of the members. Jenny stated there is an even spread between age groups. Director Bissias stated he has received many compliments that the staff is awesome and how clean the fitness center is.



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Superintendent of Recreation Kevin Miller stated the Rec Department wrapped up the fall and holiday events. They are working on the next brochure and next year's budget. He and Marketing & Events Supervisor Teresa Chapman have been investigating the issues with the brochure mailings. They are correcting addresses and found that over 4,000 addresses were missed. The previous superintendent picked the mail routes and provided it to the printer. They found 9 new carrier routes and a 4,000 household difference. It will be corrected.

Superintendent of Finance Leynette Kuniej stated she has been working on the tax levy that is in today's board packet. She has also been working on the open enrollment for health insurance for staff, VSI training for the new software installed in the spring, preparing the audit for the grant, and investing cash balances to get better interest rates.

Superintendent of Facilities Chris Finn stated rentals are extremely busy. Schools will be out for break and the building will be busy with open gym and the playground. The Meadowbrook playground project is complete. Chris stated people are renting basketball courts for sons, daughters, and friends. Rec Supervisor Kyle Madeja is adding more gym time for his classes so there will not be as much open gym time.

Director Bissias passed out the budget schedule for the Board. He asked the Board to think about dates in March to review the budget and MBO's.

**Attorney Report**

Attorney Jim Rock informed the Board the legislature has adopted a sexual harassment policy requirement. The Park District already has a policy that complies with PDRMA requirements, but already has a policy, however, the Park District will be required by law to adopt the state policy by statute. He will bring it to the Board in January.

**Treasurer Report**

None

**Action Items**

*Discussion and/or Possible Vote on Ordinance 17-08 an Ordinance Levying and Assessing Taxes of the Park District of La Grange, Cook County, Illinois for the 2017 Tax Levy Year*

Commissioner Vear motioned to approve Ordinance 17-08 levying and assessing taxes of the Park District of La Grange, Cook County, Illinois for the 2017 tax levy year. Commissioner Ashby seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Vear, Ashby, Jacobs  
NAYES: None



**REGULAR BOARD MEETING - DECEMBER 18, 2017**

ABSENT: Commissioner Lacey

*Discussion and/or Possible Vote on Ordinance 17-09 an Ordinance Directing Cook County to Reduce the Park District of La Grange's Cook County, Illinois Real Estate Tax Levy Year 2017*

Commissioner Jacobs motioned to approve Ordinance 17-09 directing Cook County to reduce the Park District of La Grange's Cook County, Illinois Real Estate Tax Levy Year 2017. Commissioner Ashby seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Vear, Penicook, Ashby, Jacobs

NAYES: None

ABSENT: Commissioner Lacey

*Discussion and/or Possible Vote on Ordinance 17-10 an Ordinance Abating the Taxes Heretofore Levied for the Year 2017 to Pay the Principal of and Interest on \$2,530,000 General Obligation Bonds (Alternate Revenue Source) Series 2012C of the Park District of La Grange, Cook County, Illinois*

Commissioner Vear motioned to approve Ordinance 17-10 abating the taxes heretofore levied for the year 2017 to pay the principal of and interest on \$2,530,000 general obligation bonds (alternate revenue source) series 2012C of the Park District of La Grange, Cook County, Illinois. Commissioner Ashby seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Vear, Penicook, Ashby, Jacobs

NAYES: None

ABSENT: Commissioner Lacey

*Discussion and/or Possible Vote on Ordinance 17-11 an Ordinance Abating the Taxes Heretofore Levied for the Year 2017 to Pay the Principal of and Interest on \$1,590,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2016 of the Park District of La Grange, Cook County, Illinois*

Commissioner Jacobs motioned to approve Ordinance 17-11 abating the taxes heretofore levied for the year 2017 to pay the principal of and interest on \$1,590,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2016 of the Park District of La Grange, Cook County, Illinois. Commissioner Ashby seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Vear, Penicook, Ashby, Jacobs

NAYES: None

ABSENT: Commissioner Lacey

**Board Business**

**Old Business**

None

**New Business**

*Discussion and/or Possible Vote on Ordinance 17-12 the Disposal of Park District Property under Park District Code 70 ILCS 1205/1. (12) Spin Bikes and Miscellaneous Related Spin Bike Parts*

Director Bissias explained that staff is seeking approval to sell spin bikes that are old inventory and outdated. Some parts were salvaged to put together a bike for the fitness floor. The Board must pass an ordinance to dispose of any Park District property. Commissioner Ashby motioned to accept Ordinance 17-12 the disposal of Park District property under Park District Code 70 ILCS 1205/1. (12) spin bikes and miscellaneous related spin bike parts.

Commissioner Vear seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Vear, Ashby, Jacobs

NAYES: None

ABSENT: Commissioner Lacey

**Committee Reports**

*Administration Committee (Commissioner Penicook)*

None

*Public Relations Committee (Commissioner Lacey)*

None

*Finance & Capital Project Committee (Commissioner Ashby)*

None

*User Group Committee (Commissioner Vear)*

Commissioner Vear stated Superintendent of Facilities Finn updated him on the field conditions and rentals for next year.

*Marketing Committee (Commissioner Jacobs)*

Commissioner Jacobs was thankful for receiving the IPRA monthly magazine. This month it included useful marketing tips. She was happy to hear staff contacted Brian Davis for their marketing strategies.

**Public Comments (Board Manual Section #152)**

None

**Board Comments**

Commissioner Jacobs had trouble accessing her PDLG email. Director Bissias stated he would contact Noventech, our technology consultant.



**REGULAR BOARD MEETING - DECEMBER 18, 2017**

Commissioner Ashby thanked staff for all the information. It is all good news, especially the fitness center update.

Commissioner Vear was pleasantly surprised with the completion of the Meadowbrook Manor playground. He complimented the cleanliness and the staff at the fitness center.

President Penicook stated it was a great year at the Park District. So much was accomplished with very little conflict. She has trust and confidence in the Park District staff. While she has received many personal compliments from friends and neighbors about the fitness center, she feels like she cannot take the credit for the compliments from the public. So she passed on those compliments to the staff. She appreciates all staff's efforts and looks forward to the new year.


**Executive Session**

At 8:03 P.M. Commissioner Jacobs motioned the Board convene to Executive Session pursuant to Item 12.3 Setting the Price of Real Property, 5 ILCS 120/2 (c)(6) and Item 12.4 Personnel, 5 ILCS 120/2 (c)(1). Commissioner Ashby seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Ashby, Vear, Jacobs  
NAYES: None  
ABSENT: Commissioner Lacey

**Adjournment**

Commissioner Jacobs moved for adjournment at 8:54 P.M. The motion was seconded by Commissioner Vear and passed unanimously by Voice Vote.

  
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Mary Ellen Penicook, President

  
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Constantine Bissias, Secretary  
Approved 01/08/2018