

**MINUTES OF THE REGULAR 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**

MAY 14, 2018

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

PRESENT: Commissioners Penicook, Vear, Lacey, Jacobs, Ashby

ABSENT: None

STAFF PRESENT: Executive Director Dean Bissias, Superintendent of Finance Leynette Kuniej, Superintendent of Facilities Chris Finn, Superintendent of Recreation Kevin Miller, Superintendent of La Grange Fitness Jenny Clark, Assistant Superintendent of BASE Melissa Seaberg, Recording Secretary Ginger Zeman

OTHERS PRESENT: Attorney Jim Rock, Tim O'Brien, Bob Sherman, Brian Opyd

Commissioner Penicook welcomed everyone to the meeting and asked for changes to the agenda.

Director Bissias informed the Board and public that East Avenue from Ogden to 47th Street will be under construction from June 4th through July.

Communications, Presentations & Declarations

Public Comments/Participation (Board Manual Section #152)

Brian Opyd, 109 8th Avenue, La Grange, requested a picnic table at Meadowbrook Park. Director Bissias stated he is working on a bench for the park. Brian also noted the sidewalks on the side of the hedge at Meadowbrook Park have wide gaps that are dangerous for walking and for children on scooters.

Consent Agenda

Commissioner Jacobs motioned to approve Item 3.1 Approval of the Minutes of the Public Hearing of April 9, 2018; 3.2 Approval of the Minutes of the Regular Board Meeting of April 9, 2018; Item 3.3 Approval of the Financial Report dated April 30, 2018; Item 3.4 Approval of the Consolidated Vouchers for May dated May 14, 2018. Commissioner Lacey seconded the motion, which passed unanimously by Roll Call Vote as follows:

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

Staff Reports

Director's Report

Director Bissias reminded the Board that the Pet Parade is on Saturday, June 2, 2018. Staff and board members walking in the parade will meet at 8:30 a.m. and the parade begins at 9:30 a.m. The Park District is a sponsor this year. We have always donated picnic tables, bleachers and utility vehicles for the parade and now we will be recognized.

Staff Comments

Assistant Superintendent of BASE Melissa Seaberg

- BASE registration for the 2018-2019 school year is going well.
- Ogden and Barnsdale schools have wait lists at this time for the 2018-2019 school year.
- BASE summer camp registration ends this Thursday, May 17, 2018.
- A few new employees were hired for the current school year.

Superintendent of La Grange Fitness Jenny Clark

- The fitness center now has 2,005 members.
- There have been 54,274 visits to the fitness center to date. The fitness center is very busy all the time.
- May is Summer Slim Down month with a special of 13 months for the price of 12 months.
- There is also a Presidential Challenge for customers in May.
- In the month of June, fitness members' names will be included in a raffle drawing if they work out for 21 days during the month.
- We are offering 30 and 90 day memberships for the summer for college students and any others interested.
- Jenny is looking for alternatives to make childcare more affordable.
- Jenny is also working on the new Rec Trac upgrade.
- Summer hours begin Memorial Day and conclude on Labor Day.
Monday - Thursday 5:00 a.m.-10:00 p.m., Friday 5:00 a.m.-9:00 p.m.,
Saturday 6:00 a.m.-6:00 p.m., Sunday 7:00 a.m.-5:00 p.m.

Superintendent of Recreation Kevin Miller

- Park Pride is Saturday, May 19, 2018 from 8:30 a.m.-11:00 a.m. Preregistration is at the Rec Center or online. They will be working at Sedgwick Park this year. Registration is accepted the day of the event as well.
- Staff is working on summer camps and day camps. The full-day camps are full and have wait lists.
- Staff is working on the Rec Trac upgrade.

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- Staff is working on the PDRMA safety review.
- Staff is working on the fall brochure.
- He is conducting CPR training for staff.

Superintendent of Finance Leynette Kuniej

- There was a preliminary audit today.
- The fiscal year end books are complete.
- She is getting paperwork ready for the seasonal summer staff.
- She is working on the Rec Trac upgrade.
- She attended the annual Government Finance Officers Association conference in St. Louis where she learned about many new ideas.

Superintendent of Facilities Chris Finn

- Staff is working on the Rec Trac upgrade and released a demo version to the front desk staff for training.
- The splash pad has had a maintenance check and is working well. It will open Memorial Day weekend.
- He has been working with the user groups to reschedule games due to inclement weather.
- Summer hours for the front desk begin Memorial Day weekend and conclude Labor Day. The hours are Monday, Tuesday, Thursday 8:00 a.m.-9:00 p.m., Wednesday and Friday 8:00 a.m.-5:00 p.m., Saturday 8:00 a.m.-4:00 p.m., Sunday closed.

Attorney Report

Attorney Jim Rock updated the Board on the status of the real estate sale with Pathway. It originally was scheduled to close on May 15, 2018. On April 27, 2018 Pathway was sent a closing packet with a Public Improvement Agreement. Once the terms of this agreement are finalized, the property sale will move forward and close as soon as possible.

Treasurer Report

None

Action Items

Discussion and/or Approval of 2018-2019 Capital Budget

Director Bissias reviewed the 2018-2019 Capital Budget. The proposed total budgeted for capital projects is \$800,950. He reminded the Board that the items not funded this year are not forgotten. They will stay on the list until there are sufficient funds in the budget, or they are removed by a vote of the Board.

Commissioner Jacobs brought up the cost of the dog park fencing. Director Bissias stated Denning Park is the only park that would be suitable for a dog park, however, he has had no recent requests from the public. Director Bissias

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reminded the Board that in order to build a dog park, there would need to be a change in our board policy as there are no dogs allowed in our parks at this time.

Commissioners Vear, Ashby and Jacobs reported that residents have written them letters and contacted them about a dog park. Commissioner Jacobs asked for this item to be put on the next agenda.

President Penicook asked Director Bissias to check other park districts regarding their policies, procedures and feedback for their dog parks. She wants to be responsive to what the public wants.

Commissioner Vear motioned to approve the 2018-2019 Capital Budget and postpone the dog park discussion until next year. Commissioner Lacey seconded the motion, which passed unanimously by Roll Call Vote as follows:

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

Discussion and/or Approval of Section 820 Employee Position Classification and Compensation Plan Schedule Fiscal Years 2018-2020

President Penicook stated this approval is for a salary range. After Board discussion, it was decided that Director Bissias will amend the lower end of the range for regular part-time/temporary hourly minimum rate to \$9.00/hour. Commissioner Ashby motioned to approve Section 820 Employee Position Classification and Compensation Plan Schedule Fiscal Years 2018-2020 as amended. Commissioner Vear seconded the motion, which passed unanimously by Roll Call Vote as follows:

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

Discussion and/or Approval or Possible Vote on Individual Line Item Adjustments for the 2017-2018 General Operation Budget

Superintendent of Finance Leynette Kuniej requested permission to reallocate the budget on certain line items to remain in compliance with the budget. The total budget will not be increased. There were also additional appropriations of \$225.00 for fees charged by the escrow agent and \$900.00 for rent paid to St. Francis Xavier for BASE. Commissioner Vear motioned to approve the individual line item adjustments for the 2017-2018 General Operation Budget. Commissioner Ashby seconded the motion, which passed unanimously by Roll Call Vote as follows:

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

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ABSENT: None

Board Business

Old Business

None

New Business

Cancel June Meeting

Due to vacation schedules, President Penicook asked the Board for consensus to cancel the June meeting. Director Bissias stated there would be a board packet for their review with a verbal consent in June to pay bills and approve the prevailing wage. At the July meeting it all can be ratified. There was Board consensus to cancel the June meeting.

Committee Reports

Administration Committee

None

Public Relations Committee

None

Finance & Capital Project Committee

None

User Group Committee

Commissioner Vear stated Superintendent of Facilities Chris Finn handles all the user groups politically and calmly.

Marketing Committee

None

Public Comments (Board Manual Section #152)

Brian Opyd, 109 8th Avenue, La Grange, thanked Commissioner Ashby for the invitation to attend the budget meeting, however, it was short notice and it did not work out for him. He agreed with Commissioner Jacob's comments about the dog park.

Board Comments

Commissioner Jacobs thanked the public for coming and reiterated that the Board does listen to the public's comments. She will be there Saturday with her family at Park Pride. Commissioner Jacobs liked the electronic board reports, however, she prefers having the budget information on a hard copy.

Commissioner Lacey suggested there should be more marketing and advertising for Park Pride next year. She feels everyone should participate and clean up their parks. She suggested mailing out postcards next year.

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Commissioner Lacey understands the electronic board reports were her idea to save paper and money, however, she is unsure if she likes this option. She would like to continue it for a few months to get used to it.

Commissioner Vear thanked the Finance Committee and staff for a clean budget. He liked the electronic board reports this month.

Commissioner Ashby did not like the electronic board reports. He felt he was distracted during the meeting looking for pages. He likes the tabs in the books. He stated he is looking forward to Park Pride and Endless Summerfest.

President Penicook suggested that page numbers could be put on the tabs for easy reference in the electronic board packets to make it more user friendly.

Executive Session

None

Adjournment

Commissioner Lacey moved for adjournment at 8:25 p.m. The motion was seconded by Commissioner Jacobs and passed unanimously by Voice Vote.

Mary Ellen Penicook, President

Constantine Bissias, Secretary
Approved 07/09/2018