

**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**

MARCH 11, 2019

President Vear called the meeting to order at 7:02 P.M.

PRESENT: Commissioners Vear, Penicook, Lacey, Jacobs*, Collins

ABSENT: Superintendent of BASE Leanna Hartung

STAFF PRESENT: Executive Director Dean Bissias, Superintendent of Finance Leynette Kuniej, Superintendent of Recreation Kevin Miller, Assistant Superintendent of Recreation Diana Faught, Superintendent of Facilities Chris Finn**, Assistant Superintendent of BASE Melissa Seaberg, Marketing & Events Supervisor Teresa Chapman, Superintendent of LaGrange Fitness Jenny Clark, Recreation Supervisor Kyle Madeja, Administrative Supervisor Linda Muth, Recording Secretary Ginger Zeman

OTHERS PRESENT: Tim O'Brien, Brian Opyd, Katy McQuiston

*Commissioner Jacobs arrived at 7:51 P.M.

** Superintendent of Facilities Chris Finn arrived at 7:12 P.M.

Communications, Presentations & Declarations

Public Comments\Participation (Board Manual Section #152)

Brian Opyd, 109 8th Avenue, La Grange, commented on the large expenditure for Contracted Instruction & Services in the proposed budget. He questioned if contracting services is widely done at other park districts.

Action Items

None

Board Business

Discussion of PDLG MBO's for Fiscal Year 2018-2019

Commissioner Penicook explained the scoring is based on priority points from 1-5. When the scoring is complete, it will have a rough number for budget priorities. Any item that has anything to do with legal or safety will rise to the top of the list automatically. The new MBO's suggested by staff for this fiscal year should be considered a wish list for discussion purposes. They will not be

approved tonight. Once prioritized, staff will determine how many of the projects can be budgeted based on the funds available.

Objective Classification A

Capital Projects over \$2,000/ Fiscal Year 2018-2019

1. Repair roof at Recreation Center

This MBO will be carried over to next fiscal year. This MBO is for emergency repairs to the roof and is funded \$30,000 per year.

2. Gordon Park new entrance at Shawmut Avenue

This MBO has been on hold and not funded. Staff recommends that it be carried over to next fiscal year.

3. Implement Phase II ADA transition plan in the parks.

Phase II includes projects at our satellite buildings and parks. This MBO is in progress and will be carried over to next fiscal year.

4. Redo path at Gilbert Park

The bids for the pathway were too high last year. Staff recommends that it be carried over to next fiscal year.

5. Gordon Park Veterans Memorial

This MBO has been on hold until the Pathway project is complete. Staff recommends it be carried over to next fiscal year.

6. Implement Recreation Center Phase 1 ADA transition plan

Phase 1 is complete for now. If there is any remodeling in the future, the changes to ADA would be completed at that time.

7. Seek to obtain NICOR property for additional parking

This MBO is in progress and should be carried over to next year for completion.

8. Install new shelter at Sedgwick Park

This MBO was not funded. Staff recommends that it be carried over to next fiscal year as a new MBO with revisions.

9. New park ID signs at all parks

This MBO was not funded and staff recommends that it be carried over to next fiscal year.

10. Gordon Park sign ID

This MBO has been on hold and staff recommends that it be carried over to next fiscal year.

Superintendent of Facilities Chris Finn arrived at 7:12 P.M.

Commissioner Lacey asked about replacing the ceiling tiles at the Community Center. Superintendent of Facilities Chris Finn stated the Community Center roof replacement is in the capital budget which is subject to approval. He is meeting someone there this week to look at the roof. She also asked for the kitchen to be updated at the Community Center.

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Superintendent of Facilities Chris Finn also stated he was hoping to replace three sections of the Rec Center roof for an approximate cost of \$200,000. This is a carryover from last year. It is a safety issue and a top priority. It will be discussed in the capital budget.

Commissioner Jacobs arrived at 7:51 P.M.

Discussion and Development of MBO's for Fiscal Year 2019-2020

Objective Classification A - Capital for Fiscal Year 2019-2020

Capital Projects Over \$2,000/ Listed in order of safety/legal and point order

1. Sedgwick Park shelter (carry-over, revised)

It would be used for rentals and camps as well as park usage. It will be the same size as the Denning Park and Gordon Park shelters.

2. Upgrade stereo system room 110/111

Fitness Center classes are sharing Room 110/111. When the room is divided there is only one stereo cabinet. Two systems are needed. We would be fiscally responsible by salvaging what we can with the system we have.

3. Bag dispensers in parks for dog waste

Now that we changed our ordinance to allow dogs on leashes in our parks we need to have dog waste dispensers and bags.

4. Dogs in parks info signs

The informational signs need to be in place in all the parks by May 1, 2019, when the new ordinance goes into effect. Director Bissias suggested putting the dog information and the old information on one sign and place it over the signs already in the parks.

5. Salt spreader

Park & Maintenance Foreman Claudia Galla requested replacing the salt spreader that is attached to the truck. It is 16 years old and we cannot find parts.

6. Shelter near splash pad at Gordon Park

A hade shelter is needed near the splash pad at Gordon Park. We would look for something to put up in the spring and take down in the fall.

7. Program room build out

This room would be built in part of the social area. It would be used for our specialty classes such as dance, gymnastics and martial arts.

8. Sound system update in banquet room

We would hire a professional to update the banquet room sound system. We would get rid of the box and put the system in the wall. We would like to add a blue ray DVD player, a hook up for laptops, and wireless microphones. We want to make it easy to use and reliable. Parts from the old unit would be salvaged as much as possible.

9. Paint banquet room & kitchen

Commissioner Jacobs and Penicook suggested updating the colors.

10. Paint high walls in social area & fun jump area

This would be done later if construction of a room is approved.

11. Hanging heater in maintenance area

There are 10-12 hanging heaters in the maintenance area left from Burke Beverage. One went out and we cannot find parts for it. We need to replace it.

12. New playground at Waiola Park

Commissioner Jacobs asked about a nature playground. Superintendent of Facilities Chris Finn stated that those parks are specially made and costly. They are usually installed in a forest or nature preserve.

13. Replace pick-up truck

There is a lot of rust on the bed and body on the 1998 F150 truck. It has about 60,000 miles and is used every day.

14. Denning Park landscape improvements/Com Ed grant

Commissioner Jacobs stated she is working on a \$10,000 matching grant from Com Ed for the community garden and woodland area on the north side of Denning Park. The grant is for increasing sustainable landscapes and habitat pollinators. In partnership with the Lyons Township High School environmental AP department, they will plant, weed, and do organic gardening. The matching funds for the plants, fence, design, and signage with interpretation of the area would come from capital funding.

15. New signs throughout Rec Center

There are 85-100 signs to update outside the program rooms and at the front desk. The updated signs would have the Park District logo and would be a different color than the green they are now. Director Bissias stated that 50% of the cost would be covered by the ADA fund.

16. Wall décor in fitness center

Superintendent of La Grange Fitness Jenny Clark recommended a motivational word wall or cut outs of people working out to liven up the gray walls of the fitness center.

17. Investigate cameras for BASE rooms

Assistant Superintendent of BASE Melissa Seaberg asked to put cameras in the BASE rooms at District 102 and St. Francis. Director Bissias stated that before we investigate the use of cameras we must survey the families and get permission from the schools. Only a few people at the Park District can look at the cameras. Commissioner Lacey stated it is a safety issue.

18. Update stereo system in Room 108/109

Only one system is needed for the two rooms. It will be the same as room 110/111.

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Objective Classification C

Projects Requiring Time but no Money / Listed in point order

1. Expand use of Rec Trac software special features/resolve issues

Our new software went live in July. Administrative Supervisor Linda Muth stated it is a complicated program that we need to continue to learn and utilize new features. This is an issue of time and no cost.

Director Bissias stated when the capital budget is presented, it will show what is funded and what is not. It will then be discussed at the April meeting.

*Board and Staff Discussion on General Operations Budget for 2019-2020
(A draft copy of the 2019-2020 General Operation Budget is currently on display as of March 5, 2019)*

Commissioner Penicook gave an overview of the budget at the last meeting and noted there was a surplus of \$230,773. She stated there was an increase budgeted in the contract program classes due to an increase in the new fitness group classes, new programming, raises for contractors, transportation for field trips and growth in programs. Because we are a government entity, if it is not appropriated then we cannot spend it.

Superintendent of Finance Leynette Kuniej gave an overview of the Park District debt service for Commissioner Collins. She also gave an overview of IMRF for President Vear.

Reminder of Public Hearing Meeting to be Held on April 8, 2019 at 7:00 P.M. Prior to the April Board Meeting

President Vear reminded the Board there will be a public hearing prior to the April board meeting on April 8, 2019 at 7:00 P.M.

Public Comments

Brian Opyd, 109 8th Avenue, La Grange, thanked the Board for the line item discussion. He stated the Park District is running out of space due to programming, however, he wondered if the Park District is getting away from its mission. Class offerings are all over the board and should be coordinated with other community organizations.

Board Comments

Commissioner Collins stated this is his first time participating in the budget process. He thanked staff for all the details.

Commissioner Jacobs stated we must reflect on our mission. She appreciated Brian's comments. Staff must rely on their expertise and consider what the library and schools are doing. She thanked Superintendent of Finance Leynette Kuniej for her explanation of the budget.

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will continue to be active with the Park District. If she loses, she knows the Board will be in good hands.

Commissioner Penicook stated that Director Bissias and his staff work very hard to make a lean budget. It was interesting for her to sit in on the budget meeting. She would like Director Bissias to perhaps give budgeting pointers to all the other organizations that she has been involved with.


President Vear stated that staff typically will make costly equipment last beyond their life span. The Board and staff are always concerned about spending and the budget. He thanked Commissioner Collins for coming aboard. He thanked staff for all they do.

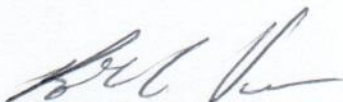
Executive Session

None

Adjournment

Commissioner Penicook moved for adjournment at 7:44 P.M. The motion was seconded by Commissioner Collins and passed unanimously by Voice Vote.


Constantine Bissias, Secretary
Approved 04/08/2019


Robert Vear, President