

**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**

FEBRUARY 12, 2018

President Penicook called the meeting to order at 7:06 P.M.

PRESENT: Commissioners Penicook, Vear, Lacey, Jacobs

ABSENT: Commissioner Ashby

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

OTHERS PRESENT: Attorney Jim Rock, Bob Sherman, Brian Opyd

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

Communications, Presentations & Declarations

Public Comments/Participation (Board Manual Section #152)

Bob Sherman, 735 S. Brainard Avenue, La Grange, voiced his concerns for retaining fitness center members when there is no parking here at peak times. He asked for an update on the long range plans for additional parking. Director Bissias stated he is working on having Nicor move the fence from their lot to the south of the recreation center to open up additional parking on the south side of the building in the next 30-60 days. In addition, we are working on securing additional permanent parking and hope to be able to finalize those plans in the next 60-90 days.

Brian Opyd, 109 8th Avenue, La Grange, thanked the Board for the new playground at Meadowbrook Manor. His children enjoyed playing on the equipment and he met new neighbors. Director Bissias added that more wood chips would be spread around the playground in the spring.

Consent Agenda

Commissioner Lacey motioned to approve Item 3.1 Approval of the Minutes of the Regular Board Meeting of January 8, 2018; Item 3.2 Approval of the Minutes of the Executive Session Meeting of January 8, 2018; Item 3.3 Approval of the Financial Report dated January 31, 2018; Item 3.4 Approval of

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the Consolidated Vouchers for February dated February 12, 2018.

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

AYES: Commissioners Penicook, Vear, Lacey, Jacobs

NAYES: None

ABSENT: Commissioner Ashby

Staff Reports

Director's Report

Director Bissias stated he has been working on the budget this month. The Meadowbrook Manor playground is complete and open for play. The fitness center is very busy as Fitness Center Supervisor Jenny Clark will update in her report.

Staff Comments

Fitness Center Supervisor Jenny Clark confirmed that the fitness center has been very busy but there are parking challenges. Youth basketball will be over in a month and hopefully that will alleviate part of the problem.

- She apologized for an error in her board report. The January fitness membership should be \$131,933 with a profit of over \$3,000. There are 1,695 members and there were 9,174 visits in January.
- Jenny stated she lowered the membership age to allow 14 and 15 year olds to join with a parent because we need to address the obesity problems in young people and encourage fitness at an early age.
- There are 46 group fitness classes with some reaching maximum capacity. She is adjusting the schedule and the class locations as required.
- Personal training brought in \$4,456 for January. She is offering a personal training special for February of \$20 off 10 sessions.
- Childcare punch passes were implemented, and the response has been positive.
- She stated February is American Heart Month and there is a challenge for members to track their total miles for the month and receive a prize.
- There will be an agility clinic for youth put on by one of the personal trainers.
- Jenny added that staff signed up for the Welcome Wagon, a marketing opportunity that will target new homeowners moving in to La Grange, La Grange Park and Western Springs. La Grange Fitness would be the exclusive fitness center in the booklet which is mailed out monthly. We will offer a coupon in the booklet for monthly and annual memberships to track the response.

President Penicook asked about the request for inexpensive headphones. Fitness Center Supervisor Clark stated she received the shipment today and they will be available for \$5. Commissioner Jacobs asked for hairdryers for the women's locker room. Jenny is researching it and possibly adding it to the budget for next year.

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Superintendent of Recreation Kevin Miller stated that the recreation department is working on the budget, the summer brochure, and new events and programs for next year.

- One new event this summer will be a Jump Fest with inflatables in the gym.
- He reported that Assistant Superintendent of Recreation Diana Faught has added 4 new preschool classes for the 2018-19 school year here at the Rec Center in Room 105/106 because customers wanted their children to attend classes in this building.
- Kevin is revamping the process for staff to make marketing requests. There will be increased responsibility for everyone and a trail to track and control the requests. External marketing requests would go to Director Bissias, who in turn would pass it on to Marketing Supervisor Teresa Chapman and Superintendent of Recreation Miller.

Superintendent of Finance Leynette Kuniej stated she has been working with staff on the set up of the new RecTrac software upgrade. It will streamline the transition when we go live in June.

Director Bissias stated he responded to a request for an RFP from School District 105 to manage their before and after school program. They currently have a private contract and parents pressured the school board to obtain an RFP. He will update our Board as the process moves forward.

Attorney Report

None

Treasurer Report

None

Action Items

Discussion and/or Possible Vote on BASE Agreement Renewal with School District 102

Director Bissias explained the BASE agreement renewal with School District 102 has expired and the school board has approved the renewal agreement on their end. President Penicook stated that it is essentially the same agreement we previously had. Commissioner Jacobs motioned to accept the BASE agreement renewal with School District 102. Commissioner Vear seconded the motion, which passed unanimously by Roll Call Vote as follows:

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

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Discussion and/or Possible Vote on Ordinance 18-02 an Easement Agreement Between the Village of La Grange and the Park District of La Grange for Access to the Shawmut Avenue Extension

Attorney Jim Rock stated he had a series of discussions with the Village attorney and the language was agreed upon for the easement agreement. The Village will not be able to vote on this item until February 26, 2018. It was also reviewed by the Pathway attorneys. Attorney Rock recommended a Board vote tonight. Commissioner Lacey motioned to approve Ordinance 18-02 an easement agreement between the Village of La Grange and the Park District of La Grange for access to the Shawmut Avenue extension. Commissioner Vear seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Vear, Lacey, Jacobs

NAYES: None

ABSENT: Commissioner Ashby

Board Business

Old Business

President Penicook reviewed the 2017 MBO's and their status with the Board.

New Business

None

Committee Reports

Administration Committee

President Penicook stated that the Administrative committee had been active during January reviewing various agreements.

Public Relations Committee

None

Finance & Capital Project Committee

None

User Group Committee

None

Marketing Committee

Commissioner Jacobs reported that the Marketing committee is working on sponsorships with health groups including Amita and DuPage Medical Group. The Board discussed different advertising options. President Penicook recommended that we plan a full discussion of the sponsorships when all the information is received and it is put on the agenda.

Public Comments (Board Manual Section #152)

Brian Opyd, 109 8th Avenue, La Grange, thought the water massager Director Bissias spoke about and selling ads were good ideas. He thinks there is a water massager in the salt cave in La Grange.

Board Comments

Commissioner Jacobs questioned the limit on 24 free open gym admissions per year which are included with the yearly recreation center pass. She assumed it was unlimited. President Penicook stated it was discussed at length when we originally opened the Recreation Center 11 years ago. At the time, we attempted to balance gym rentals, the needs of open gym patrons and our programming. This was the compromise reached. It was thought that attendance during the summer months would be less than winter months and that 24 annual admissions would be a sufficient number for most people. Commissioner Jacobs was encouraged to talk to staff to determine if circumstances had changed in the last 11 years that would warrant a change. Commissioner Jacobs also asked staff to consider offering registration for free agents for the men's basketball teams so an individual could play instead of registering a whole team.

Commissioner Vear stated it has been a great year. The fitness center project was completed quickly and now it is open, running and very impressive. He stated he has a friend who is enjoying the ice rink and is willing to help with the maintenance of it.

Commissioner Lacey asked about the CURE health fair as patrons were asking her about it. Director Bissias stated the CURE program is working with the La Grange Community Nurse group now.

Commissioner Lacey informed the Board that William Hampton from the Maywood Park District passed away. She remembered he was impressed with our Park District of La Grange program book and how they used it as an example, and now they have their own book.

She thanked staff for a good job and encouraged them to keep it up. She also wondered if the Silver Sneakers program will begin soon. Fitness Supervisor Jenny Clark stated it has been approved and will begin March 1, 2018.

Executive Session

At 7:59 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). Commissioner Lacey seconded the motion, which passed unanimously by Roll Call Vote as follows:

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

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Adjournment

Commissioner Vear moved for adjournment 8:17 P.M. The motion was seconded by Commissioner Jacobs and passed unanimously by Voice Vote.

Mary Ellen Penicook, President

Constantine Bissias, Secretary
Approved 03/05/2018