

**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**

**AUGUST 13, 2018**

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

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

ABSENT: Commissioner Ashby

STAFF PRESENT: Executive Director Dean Bissias, Superintendent of Facilities Chris Finn, Superintendent of Recreation Kevin Miller, Superintendent of La Grange Fitness Jenny Clark, Superintendent of BASE Leanna Hartung, Recording Secretary Ginger Zeman

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

\* Commissioner Lacey arrived at 7:08 P.M.

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

**Communications, Presentations & Declarations**

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

Brian Opyd, 109 8th Avenue, La Grange, wondered why there were no swimming classes in our brochure. He suggested partnering with other communities with pools. He received a flyer from Oak Park giving discounts to La Grange residents for their ice rink. Director Bissias stated staff has spoken with Max Aquatics; however, partnering did not work financially or with class scheduling.

Superintendent of Recreation Kevin Miller stated Lyons Township High School was contacted but their pool is unavailable and overbooked.

Brian Opyd praised our variety of programs. He suggested using our green spaces in a non-organized manner to encourage conversation in our parks. For example, benches can be placed across from one another, so people can carry on a conversation.

Commissioner Lacey arrived at 7:08 P.M.

**Consent Agenda**

Commissioner Jacobs motioned to approve Item 3.1 Approval of the Minutes of the Regular Board Meeting of July 9, 2018; Item 3.2 Approval of the Minutes of the Executive Session Meeting of July 9, 2018; Item 3.3 Approval of the Financial Reports dated July 31, 2018; Item 3.4 Approval of the Consolidated Vouchers for August dated August 13, 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 has been updating the board policy manual and it is 55% complete. Once it is completed it will be sent to the attorneys, the Board, and PDRMA for approval.
- Director Bissias and Superintendent of Facilities Chris Finn have been evaluating the fitness center construction warranties. There are minor items that have been discussed with the contractors prior to the one-year deadline.
- Director Bissias thanked everyone who helped and attended the Endless Summerfest. The final income and expense numbers are not available yet but judging by the crowd, the event was successful.

*Staff Comments*

**Superintendent of BASE Leanna Hartung**

- School begins August 22, 2018. She is hiring and making plans for the first few months of school.
- Cossitt School is the only school with openings for District 102.
- There is a back to school event at Denning Park for Cossitt School. She will be there to promote BASE.

**Superintendent of La Grange Fitness Jenny Clark**

- There are over 2,100 members at the fitness center.
- The new membership promotion for August is a free La Grange Fitness baseball hat.
- Visits are slower in the summer. She anticipates some membership decline in September due to yearly renewals.
- Staff is working on our one-year anniversary celebration that will take place September 15, 2018 from 9:00 A.M. to 12:00 P.M. There will be 50% off initiation fees, sample group fitness classes, ask a trainer, chair massages, raffles, giveaways and more.
- Prior to the anniversary event, there will be a member appreciation week. Each day there will be something for members to take part in or receive.



## **REGULAR BOARD MEETING - AUGUST 13, 2018**

- An Instagram account has been set up for La Grange Fitness. There are 43 followers.
- She has hired Melissa Perez as her new Fitness Coordinator. Jessica Skelly is now her Membership Coordinator.

### **Superintendent of Recreation Kevin Miller**

- The Rec Department is finalizing summer classes.
- Registration for fall programs began August 9, 2018 for residents and August 16, 2018 for non-residents.
- Staff is working on organizing the upcoming basketball season.
- He thanked the Board for helping at Endless Summerfest.

President Penicook suggested increasing the enrollment for the free senior Hawaiian Social. Superintendent of Recreation Miller stated the event used to be sponsored and we try to break even. We have increased enrollment slightly, but there are no sponsors and we do not want to have a large loss on the event.

President Penicook noted that she was impressed with the promotion of the Endless Summerfest on Facebook and on billboards.

### **Superintendent of Facilities Chris Finn**

- Summer recreation classes and camps are winding down.
- He is now working on capital projects.
- Rentals are slow in August with vacations and school starting.
- The software upgrade to 3.1 is complete and now staff is working on a few minor issues.

### **Attorney Report**

None

### **Treasurer Report**

None

### **Action Items**

*Discussion and Possible Approval of a License Agreement with St. Francis Parish*  
Attorney Jim Rock explained to the Board that the license agreement with St. Francis is an annual renewal for the BASE program. The Archdiocese will not enter into an agreement for more than one year at a time. There is no fee increase this year, however, we were told there could be a significant increase next year. We have asked that we be informed of any potential increase prior to our budget process.

Commissioner Vear motioned to approve the license agreement with St. Francis Parish for the BASE program.

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



## REGULAR BOARD MEETING - AUGUST 13, 2018

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

### **Board Business**

#### **Old Business**

##### *Board Discussion Regarding Dogs in the Parks Survey*

- Commissioner Jacobs reviewed the final results of the Dogs in the Parks survey.
- The marketing committee separated the two issues of an unleashed dog park and walking dogs with a leash in the parks.
- There were 863 total responses.
- Commissioner Jacobs stated she would try to categorize and prioritize the comments for the next meeting as it was stated in the last minutes that the marketing staff would do so, but they are very busy.
- A table comparing area park districts was sent to the Marketing Committee showing La Grange, La Grange Park, Countryside and Hinsdale do not allow dogs on leashes in their parks, although the latter two do have some accommodations. Several communities, including Western Springs and Brookfield, allow residents to walk leashed dogs in parks.
- Responses from La Grange residents were 95%. Other communities included La Grange Park (2<sup>nd</sup> most common).
- From the total responses, 88% were in favor of leashed dogs in the parks. Those in favor of an off leash dog park was 86%.
- There are only 875 dog licenses in La Grange. It is possible that many residents do not obtain licenses for their dogs.
- It was discovered that the Uptown Apartments were advertising a dog park at Gordon Park as a marketing tool for their property. Superintendent of Facilities Finn has spoken to the manager several times and the Village has issued tickets to a few that have disobeyed the rules prohibiting dogs in the park.
- President Penicook read a memo from Park & Maintenance Foreman Claudia Galla to Director Bissias. Claudia stated that her crew spends a good deal of time checking the fields and parks for dog waste before they mow. If they miss a pile, and the waste gets on the equipment, they have to take it back to the building and wash it off before they can resume mowing.

##### *Board Discussion of Dogs in the Parks Next Phases*

- Director Bissias asked the Board to submit questions to staff to send out to other park districts regarding the dog park.
- He wants to email park foremen and superintendents for their feedback.
- President Penicook suggested emailing directors also to hear about their safety concerns.

## REGULAR BOARD MEETING - AUGUST 13, 2018

- The questions will be discussed at the next meeting.
- The surveys will be sent out by the end of September.

### *Discussion, Nomination and Vote for Board President, Board Vice President, Board 2nd Vice President, Board Secretary, Treasurer*

Attorney Jim Rock confirmed there were no other nominations. Commissioner Jacobs motioned to appoint Bob Vear as Board President; Mary Ellen Penicook as Board Vice President; Lynn Lacey as 2nd Vice President; Dean Bissias as Board Secretary; Rob Metzger as Board Treasurer. Commissioner Lacey seconded the motion; which passed unanimously by Voice Vote.

### **New Business**

#### *Board Discussion and Possible Scheduling of a Park Tour to Review Potential Future Capital Expenditures*

President Penicook stated the park tour and workshop will be a public meeting at 5:30 P.M. on Tuesday, August 28, 2018. There will be a public notice posted. We will hop on the PDLG bus and tour all of the parks. The Board will be able to see the big picture as well as specific projects that need to be done, in order to better prioritize the expenditures needed.

Treasurer Rob Metzger will join us soon to talk about what level of reserves we should maintain.

Director Bissias is working on OSLAD grants.

### **Committee Reports**

#### *Administration Committee*

President Penicook stated since the last meeting, the Pathway Senior Living sale closed and funding was received.

The Administration committee is looking forward to reviewing the revised Board Manual.

#### *Public Relations Committee*

Commissioner Lacey stated the Park District relationship with the community is fine due to staff and the newspapers promoting us.

#### *Finance & Capital Project Committee*

No report.

#### *User Group Committee*

Commissioner Vear stated a user group for the dog park might be added in the future.



## REGULAR BOARD MEETING - AUGUST 13, 2018

### *Marketing Committee*

Commissioner Jacobs stated there have been marketing meetings quarterly over the past year. There have been improvements to the website and staff is doing a great job. According to the committee the use of survey monkey on the webpage was very successful as more than 800 responses were submitted in about three weeks.

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

Bob Sherman, 735 S. Brainard Avenue, La Grange, stated he could not be at the last meeting. Looking at the data from the survey now, he feels it is biased.

Brian Opyd, 109 8th Avenue, La Grange, appreciated the movie in the park event. He stated the insect repellent giveaway was genius.

### **Board Comments**

Commissioner Jacobs thanked the public for their comments and for coming to the meeting.

Commissioner Vear thanked Commissioner Jacobs for her hard work on the dog park survey. He complimented staff for a great Endless Summerfest.

President Penicook was impressed with everything at Endless Summerfest this year from the kids picking up garbage, to the way the space was maximized, to the choice of bands. Everyone had a wonderful time. Staff put in a lot of hard work to make it a success. She thanked Commissioner Vear for stepping up as Board President. She agreed to assist and advise him whenever needed.

Director Bissias thanked President Penicook for her years of devotion to the Park District. There were many emails, phone calls and court dates. She has accomplished a lot for the District and it will not be forgotten.

President Penicook stated that the Park District has grown and improved immensely in the 13 years she has been on the board. We are fortunate to have a capable and dedicated staff, and a vibrant community to live in. Board members have an important role in hiring, advising, encouraging, and supporting staff, while protecting the interests of the public, but it is the staff that does the amazing day-to-day work that makes the District great.

She stated it has been very gratifying when her neighbors and friends make a point to let her know how much they enjoy the facilities, programs and events at the Park District. She stated that she is very proud of the collaboration that takes place between the Board, the staff, and the community.

**REGULAR BOARD MEETING - AUGUST 13, 2018**


**Executive Session**

None

**Adjournment**

Commissioner Lacey moved for adjournment at 8:19 p.m. The motion was seconded by Commissioner Jacobs and passed unanimously by Voice Vote.

  
Constantine Bissias, Secretary  
Approved 09/10/2018

  
\_\_\_\_\_  
Mary Ellen Penicook, President  
