

MINUTES
DeKalb Park District
Board of Commissioners Meeting
March 19, 2015
Hopkins Park Community Center
1405 Sycamore Road, DeKalb, IL

Study Session

Call to Order: President Phil Young called the Study Session to order at 6:01 p.m.

Board members present: President Phil Young, Commissioner Bryant Irving, Commissioner Dean Holliday, Commissioner Dag Grada, and Commissioner Keith Nyquist.

Staff Members Present: Executive Director Jason Mangum, Superintendent of Finance Lisa Small, Recreation Supervisor Collen Belmont, Superintendent of Recreation Amy Doll, Superintendent of Parks and Development Mat Emken, Superintendent of Gold Operations Roger Huber, Park Foreman Josh Clark, and Autumn Kelly Accounting Systems Manager.

Approval of Agenda: Commissioner Nyquist made a motion to approve the agenda, seconded by Commissioner Irving. Motion carried by voice vote.

Recognition of NIU Hockey Team for POLARpalooza Contribution

Superintendent of Recreation Amy Doll advised that the NIU Hockey Team was very instrumental in the success of the POLARpalooza event held last month. She advised that members of the team arrived prior to the event and stayed until the end of the event. Team members did demonstrations of their hockey skills and worked with individuals throughout the event, even helping with on-ice activities, skate lacing and other things. Ms. Doll presented the group with a few tokens of appreciation.

Commissioner Irving advised that the Fire Department used to give out skates. He would like to see that happen again.

Food and Clubhouse Manager Jane Holdridge arrived at 6:05 p.m.

Members of the hockey team that were present at the meeting advised that they were happy to be a part of the event.

Ms. Doll suggested having youth size skates available at future events.

Update of District Capital Improvement Plan

Superintendent of Parks and Development Mat Emken went over the Fiscal Year 2016 Capital Projects. He discussed the following:

Lions Park – He stated that the state of Illinois has suspended all grant funding. Mr. Emken advised that the District did budget \$25,000 for new garage doors, and that project will continue with the help of the District’s in-house construction crews.

Dog Park - \$75,000 budgeted. The committee has narrowed the decision down to either Katz Park or Brooks Park. President Young asked about the grass at Katz Park.

Commissioner Nyquist asked for clarification on two growing seasons. Mr. Emken explained that grass will grow in the spring and then go dormant, then at the end of the summer it will begin to grow again.

Band Shell - \$10,000 has been budgeted for Architectural and Engineering (A&E). This project will be on a future study session agenda for discussion on how the Board wishes to proceed.

Sled Hill – A&E was begun in FY2015 by Missman. The proposed location is in the area of Hopkins Park leased from the Sanitary District last year. Construction is proposed to begin next year.

Aquatic Center – Pool renovations have been put on hold pending the purchase or construction of a new Maintenance Building. Mr. Mangum advised that the pool is ADA compliant, but the locker room is not.

Katz Park playground to be installed this year.

Shipman Park playground replacement.

Other items:

Replacement of picnic shelter roof at Liberty, Welsh, and DeKalb Kiwanis.

Replacement of 32 path light heads.

Commissioner Holliday asked about Prairie Parkway. Mr. Mangum advised that the Park District has an intergovernmental agreement with the City of DeKalb, but that is a City project.

Suspension of State Grants

Mr. Mangum discussed the suspension of state grants. He added that there was a museum grant and the OSLAD grant that were suspended and were keystones to the District’s capital plan. He asked if there was a course of action that the Board would like staff to take. He is hoping that the grants will eventually be released. He also advised that the OSLAD grant is a matching grant. He added that the suspension of these grants effects contractors, and businesses besides the District and it is money that would have been infused into the local economy.

Commissioner Holliday asked about the communication with the Governor. Mr. Mangum advised that he tried to call and the voice mail was full, he then sent an email and received a

response from a staff member saying that they appreciate the input.

Commissioner Holliday suggested writing a press release to let the public know that this is happening. Commissioner Holliday asked how long the suspension is expected to last. Mr. Mangum said he doesn't know, but he has been in contact with the District's attorney that represents other Park Districts and asked how this is impacting the other Park Districts. He added that the Park District will continue with the Lions Shelter, but he explained that there is a possibility that if the District moves forward with the other projects with District money, the IDNR could say that the District did not comply with the cease and desist order. Mr. Mangum said that the attorney did say that it is possible that pre-approval from the IDNR could allow the District to move forward.

Commissioner Grada asked if the bill passed to sweep the grant accounts or is it still sitting on the table. Mr. Mangum advised that he has not seen any communication that it has passed.

Commissioner Grada suggested waiting to see if the bill is passed.

Mr. Mangum suggested that everyone reach out to their State Representative, State Senator and the Governor, and let them know that they are not in favor of this suspension.

Commissioner Grada suggested doing a press release in conjunction with the City of DeKalb. Mr. Mangum will discuss the possibility of a joint press release with City Manager Anne Marie Gaura.

ADJOURNMENT

President Young adjourned the study session at 6:41 p.m.

MINUTES
DeKalb Park District
Board of Commissioners Meeting
March 19, 2015
Hopkins Park Community Center
1405 Sycamore Road, DeKalb, IL

Public Hearing

Call to Order: President Phil Young called the Public Hearing to order at 7:02 p.m.

Board members present: President Phil Young, Commissioner Bryant Irving, Commissioner Dean Holliday, Commissioner Dag Grada, and Commissioner Keith Nyquist.

Staff Members Present: Executive Director Jason Mangum, Superintendent of Finance Lisa Small, Recreation Supervisor Collen Belmont, Superintendent of Recreation Amy Doll, Superintendent of Parks and Development Mat Emken, Superintendent of Gold Operations Roger Huber, Park Foreman Josh Clark, Food and Clubhouse Manager Jane Holdridge, Athletic Coordinator Jason Myles, and Autumn Kelly Accounting Systems Manager.

Public Hearing to Receive Public Comments Concerning the Proposed Budget for the DeKalb Park District, Fiscal Year 3/1/2015 to 2/29/2016

President Young asked if there were any comments on the proposed budget. Hearing none, President Young closed the public hearing at 7:04 p.m.

MINUTES
DEKALB PARK DISTRICT
BOARD OF COMMISSIONERS
Thursday, March 19, 2015
Hopkins Park Community Center
1403 Sycamore Rd., DeKalb, IL

Public Meeting Immediately Following Public Hearing

- I.** President Phil Young called the meeting to order at 7:04 p.m.

Board members present: President Phil Young, Commissioner Bryant Irving, Commissioner Dean Holliday, Commissioner Dag Grada, and Commissioner Keith Nyquist.

Staff Members Present: Executive Director Jason Mangum, Superintendent of Finance Lisa Small, Recreation Supervisor Collen Belmont, Superintendent of Recreation Amy Doll, Superintendent of Parks and Development Mat Emken, Superintendent of Gold Operations Roger Huber, Park Foreman Josh Clark, Athletic Coordinator Jeff Myles, and Autumn Kelly Accounting Systems Manager.

- II.** Action on the Agenda

Commissioner Irving made a motion to approve the agenda, seconded by Commissioner Grada. Motion carried by voice vote.

- III.** Action on Minutes from Previous Meetings

- a. Study Session and Public Meeting of February 12, 2015

Commissioner Nyquist made a motion to approve the minutes of the Study Session and the Public Meeting of February 12, 2015, seconded by Commissioner Holliday. Motion carried by voice vote.

- b. Executive Session Minutes of November 13, 2014 and February 12, 2015

Commissioner Nyquist made a motion to table the approval of the executive session minutes, seconded by Commissioner Holliday. Motion carried by voice vote.

- IV.** Correspondence

Commissioner Nyquist read correspondence from the Government Finance Officers Association that stated that

“The Certificate of Achievement for Excellence in Financial Reporting has been awarded to DeKalb Park District by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its

management. An award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to Lisa Small, Superintendent of Finance. The CAFR has been judged by an independent panel to meet the high standards of the program including demonstrating a constructive “spirit of full disclosure” to clearly communicate its financial story and motivate potential users and user groups to read the CAFR. The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, DC.”

Mr. Mangum asked Ms. Small how many years the District has received this award and she replied that the District has received it every year for 20 years.

V. Public Comments

None.

VI. Staff Service Award: Jeff Myles, 15 years

Superintendent of Recreation Amy Doll recognized Athletic Coordinator for 15 years of service with the DeKalb Park District. She advised that he has been a very good employee and always has a smile on his face.

VII. Old Business

a. Action on ORDINANCE 15-06: Budget and Appropriations for the Fiscal Year March 1, 2015 to February 29, 2016

Commissioner Irving made a motion to approve Ordinance 15-06: Budget and Appropriations for the Fiscal Year March 1, 2015 to February 29, 2016, seconded by Commissioner Grada.

Commissioner Nyquist commended the staff for the hard work they put into the budget.

Motion carried by roll call vote. Aye: Grada, Irving, Nyquist, Holliday, Young. Nay: None. (5-0-0)

VIII. New Business

a. Action on Tentative Amended Budget and Appropriations for Fiscal Year 2015

Commissioner Nyquist made a motion to approve the tentative amended budget and appropriations for Fiscal Year 2015, seconded by Commissioner Grada. Aye: Holliday, Irving, Nyquist, Grada, Young. Nay: None. (5-0-0)

b. Action on Budgeted Compensation

Commissioner Holliday made a motion to approve the an allocation of \$44,337 to be used at the authorization of the Executive Director to designate full-time

employee compensation adjustments as may be indicated by the results of employee performance appraisals, seconded by Commissioner Irving.

Commissioner Holliday advised that there should be a limit on the amount of raises that employees receive. Commissioner Holliday made a motion to amend his original motion to add “not to exceed 4%” to the original motion, seconded by Commissioner Irving.

Commissioner Nyquist had questions and needed clarification of the amendment.

After a short discussion, President Young called for a roll call vote.

Amended motion carried by roll call vote. Aye: Holliday, Irving, Young. Nay: Nyquist. Abstain: Grada. (3-1-1)

Motion to approve the allocation carried by roll call vote. Aye: Holliday, Irving, Nyquist, Young. Nay: None. Abstain: Grada.

c. Action on ORDINANCE 15-07: Tree Protection

Commissioner Irving made a motion to approve Ordinance 15-07: Tree Protection as presented, seconded by Commissioner Nyquist. Motion carried by roll call vote. Aye: Nyquist, Grada, Holliday, Irving, Young. Nay: None. (5-0-0)

d. Action on Projects over \$10,000: Park Lighting Upgrade

Commissioner Irving made a motion to approve the purchase of 16 LED light heads from Crescent Electric Supply, the low bidder, in the amount of \$18,800.00, seconded by Commissioner. Motion carried by roll call vote. Aye: Grada, Holliday, Irving, Nyquist, Young. Nay: None. (5-0-0)

IX. Financial Reports

- a. Action on Invoices for Payment
- b. Monthly Financial Summary
- c. Purchase Orders
- d. Budget/Actual Report

Commissioner Grada made a motion to approve the payment of February open invoices, totaling \$89,800.79, seconded by Commissioner Irving. Motion carried by roll call vote. Aye: Holliday, Irving, Nyquist, Grada, Young. Nay: None. (5-0-0)

X. Committee and Staff Reports

- a. Ellwood House – Mr. Mangum advised that he has discussed the suspension of grants with the Ellwood House Board and have discussed how to get funding for the projects. President Young asked about the status of the parking. Mr. Mangum said that the parking is being paid for by TIF funds and the City is paying for the project. He added that there may be an Ag lime walkway from the Ellwood House to the church parking lot. Commissioner Irving asked about scaffolding on the Ellwood House property. Mr. Emken

advised that there was a rotten header on the terrace that needed to be replaced.

- b. Plan Commission – Commissioner Nyquist advised that the big project coming up will be the \$15 million expansion at Oak Crest.
- c. Trails & Trees Committee – Commissioner Nyquist said he was appreciative of the Tree Protection Ordinance.
- d. Staff Reports – Commissioner Nyquist thanked staff for the team effort that was put into POLARpalooza.

- XI.** Adjourn Public Meeting to go in to Executive Session for the purpose of
- a. Discussing the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired, pursuant to Section 2(c)(5) of the Illinois Open Meetings Act
 - b. Discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to Section 2(c)(1) of the Illinois Open Meetings Act

Commissioner Nyquist made a motion to adjourn the public meeting to go into Executive Session for the purpose of discussing the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired, pursuant to Section 2(c)(5) of the Illinois Open Meetings Act and for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to Section 2(c)(1) of the Illinois Open Meetings Act, seconded by Commissioner Holliday. Motion carried by roll call vote. Aye: Irving, Nyquist, Grada, Holliday, Young. Nay: None. (5-0-0)

Meeting was closed to the public at: 7:38 p.m.

XII. Reconvene Public Meeting

President Young reconvened the public meeting at

XIII. Adjourn Public Meeting

Commissioner made a motion to adjourn the public meeting, seconded by Commissioner. Motion carried by voice vote.

Meeting adjourned at