

**MINUTES**  
**DeKalb Park District**  
**Public Meeting of the Board of Commissioners**  
**December 19, 2019**  
**Ellwood Visitors Center, DeKalb, IL**

**Public Meeting**  
**6:00 p.m.**

**I. Meeting Call to Order:**

President Phil Young called the meeting to order at 6:02 p.m.

**Roll Call**

**Board members present:** President Phil Young, Commissioner Dean Holliday, Commissioner Gail A. Krmeneč, Commissioner Doug Eaton, and Commissioner Dag Grada.

**Staff Members Present:** Executive Director Amy Doll, Superintendent of Parks & Development Mat Emken, Superintendent of Finance & Administration Heather Collins, Superintendent of Recreation Greg Bruggeman, Accounting & Administrative Assistant Jennifer Anderson, Park Maintenance and Special Projects Team Leader David Kessen, and Interim Golf Maintenance Superintendent Adam Anderson.

**II. Action on the Agenda**

Commissioner Holliday made a motion to move item (h) tax abatement to item (a) under new business, seconded by Commissioner Grada.

Commissioner Krmeneč made a motion to add action on accepting the Golf Committee Report, seconded by Commissioner Eaton.

Motion carried by voice vote.

**III. Consent Agenda**

*All items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately.*

- a. Public Meeting of November 4, 2019
- b. Public Hearing of November 7, 2019
- c. Public Meeting of November 21, 2019
- d. Closed Session of October 3, 2019

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

**IV. Public Comments**

## V. Old Business

## VI. New Business

### a. Action on Tax Abatement IGA

Commissioner Eaton made a motion to approve the Intergovernmental Agreement between the County of DeKalb, the City of DeKalb, DeKalb Community Unit School District 428, DeKalb Library District, the DeKalb Park District, DeKalb Township, Kishwaukee Community College District 523, Kishwaukee Water Reclamation District, and Project Hammer for Tax Abatement, seconded by Commissioner Krmeneč.

Jerry Smith, Mayor of DeKalb spoke about the importance of the government entities cooperating and was appreciative of the cooperation from the DeKalb Park District and thanked the Board. Bill Nicklas, DeKalb City Manager reviewed the project that is considering DeKalb that would be the recipient of the tax abatement and also thanked the District for their cooperation and support.

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

### b. Golf Advisory Committee Report

Golf Advisory Committee members Tom Teresinski, Austin Sands, and Randy Bourdages presented the highlights and recommendations from the Golf Advisory Committee Report *DeKalb Park District Golf Operations, Recommendations for Sustainability*, dated December 19, 2019.

Commissioner Grada mentioned that the number of rounds are half of what they were in the past and more people playing is part of the solution.

President Young stated that when compared to other neighboring communities, tax support for golf operations in the district was not higher than initially thought. President Young recapped the two major takeaways of the presentation that need to occur right now are to keep operations in-house and hire a Superintendent of Golf.

Commissioner Krmeneč made a motion to accept the golf advisory committee report, seconded by Commissioner Eaton.

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

### c. Action on Superintendent of Golf Job Description and Authorization to Fill Superintendent of Golf Position

Commissioner Grada made a motion to approve the Superintendent of Golf Job Description and Authorize the Executive Director to fill Superintendent of Golf position at a salary between \$65,700 and \$75,000 based upon the District's salary grade schedule, seconded by Commissioner Eaton.

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

- d. Action on Ordinance 19-06: An ordinance providing for the issue of approximately \$1,298,480 General Obligation Limited Tax Park Bonds, Series 2020A, of the District, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the certain outstanding obligations of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of the bonds to the purchaser thereof.**

Commissioner Grada made a motion to adopt Ordinance 19-06: An ordinance providing for the issue of approximately \$1,298,480 General Obligation Limited Tax Park Bonds, Series 2020A, of the District, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the certain outstanding obligations of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of the bonds to the purchaser thereof, seconded by Commissioner Eaton.

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

- e. Approval of Seasonal Staff Rates for FY 2021**

Commissioner Krmeneč made a motion to approve seasonal staff wages for FY2021, seconded by Commissioner Eaton.

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

- f. Approval of Pool Rates for FY 2021**

Commissioner Krmeneč made a motion to approve the Hopkins Pool Fees for FY2021, seconded by Commissioner Eaton.

President Young noted that we did fairly well with the cyber week pool pass sales. Superintendent Bruggeman said it was somewhere around \$3,000.

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

**g. Appointment of District FOIA Officers**

Commissioner Eaton made a motion to appoint Mark Copple, HR & Payroll Manager, as the FOIA Officer and Amy Doll, Executive Director, Heather Collins, Superintendent of Finance & Administration, and Jenny Anderson, Accounting & Administrative Assistant, as the back-up FOIA Officers, seconded by Commissioner Krmeneč.

President Young wanted to confirm the calendar year to date total of taxpayers' dollars spent for FOIA requests was approximately \$7,535.12 as of what date. Ms. Collins stated that was correct as of last Friday, with a few pending requests remaining.

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

**h. Action on Tree Inventory Grant**

Commissioner Eaton made a motion to Authorize the Executive Director to accept the Urban and Community Forestry Grant in the amount of \$15,000 towards the development of a comprehensive tree inventory, seconded by Commissioner Krmeneč.

President Young asked if this would be next summer for timeframe. Mr. Emken said staff would issue the RFP soon so work could be done in the spring. Commissioner Grada said he thought this was a matching grant. Mr. Emken stated we would be asking for capital of \$10,000.

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

**i. Action on Ordinance 19-07: 2019 Tax Levy Ordinance**

Commissioner Eaton made a motion to approve Ordinance 19-07: Tax Levy Ordinance for 2019 Property Tax Levy in the amount of \$4,217,315, seconded by Commissioner Krmeneč.

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

**j. Action on Staff and Board Travel Forms**

Commissioner Eaton made a motion to approve Travel, Meals & Lodging Forms for Board and Staff, seconded by Commissioner Krmeneč.

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

**k. Items Over \$10,000**

**i. Ellwood House Alarm Repair**

Commissioner Eaton made a motion to authorize repair of the Ellwood Mansion alarm system by Illini Security for the “Not to Exceed” amount of \$15,500 per the attached quote, seconded by Commissioner Holliday.

President Young asked if the adjusted amount listed would be with this existing company or through someone else. Mr. Emken responded that for insurance purposes, it would be with this company because it is considered a repair. Commissioner Krmeneč wanted to confirm whether PDRMA would cover the \$15,500. Mr. Emken confirmed yes, PDRMA will cover a large portion because this is considered proprietary equipment. Commissioner Krmeneč asked if we got any other quotes to repair the system. Mr. Emken said it would cost more than the \$15,500.

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

**VII. Financial Reports**

**a. Action on Invoices for Payment**

Commissioner Eaton made a motion to approve paid invoices from November and December in the amount of \$140,286.02, seconded by Commissioner Grada.

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

**b. Other Financial Reports**

**VIII. Strategic Plan Update Report**

**IX. Adjourn Public Meeting**

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

Meeting adjourned at 7:22 p.m.

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