

**MINUTES**  
**DeKalb Park District**  
**Special Meeting of the Board of Commissioners**  
**January 4, 2018**  
**Hopkins Park Community Center**  
**1403 Sycamore Road, DeKalb, IL**

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

**I. Meeting Called To Order, Roll Call, Pledge of Allegiance**

President Phil Young called the meeting to order at 6:01 p.m.

**Board Members Present:** President Phil Young, Commissioner Dean Holliday, Commissioner Keith Nyquist, Commissioner Dag Grada and Commissioner Patricia Perkins.

**Staff Members Present:** Executive Director Amy Doll, Superintendent of Parks & Development Mat Emken, Superintendent of Finance & Administration Heather Collins, Superintendent of Marketing & Golf Operations Scott deOliveira, Superintendent of Recreation Bill Ryder, and Accounting & Administrative Assistant Emily Bidstrup.

**II. Action on the Agenda**

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

**III. Public Comments**

None

**IV. Review and Discussion of Tentative Budget for Fiscal Year 2019**

Executive Director, Amy Doll, highlighted some key discussion points and stated that putting together the tentative budget has been a several month long process with help from both staff and the Board.

Superintendent of Finance & Administration, Heather Collins, advised on the outline of the tentative budget binder and thanked staff and Ms. Doll for working so hard. She stated the binder is a great reference to use throughout the year. Highlights included an increase to IMRF funds due to early retirees, ensuring the General, Recreation, Golf and Aquatics funds balance to \$0 in total, the bond used for the Sports & Rec Center will be paid off, and a transfer from the General & Recreation funds to the Golf & Aquatics funds will be shown to cover the operating losses. Ms. Collins advised that staff were asked to cut about \$350,000 across the board and cuts were accomplished in various ways.

Commissioner Nyquist asked if the cuts to the budget are slowing down the rate of new projects that can be taken on and stated his concern with possibly bigger

expenditures in the future if cuts are made to certain projects. Ms. Doll advised that the projects were looked at carefully and staff made sure additional expenses would not be accrued because of the cuts. She stated many of the projects that were kept are maintenance needs and improvements will be made to what already exists. Commissioner Holliday asked what parking lot paving projects are being deferred.

Ms. Collins advised on the Golf and Aquatics funds and pointed out that their fund balance is zero but ideally should have at least 25% saved. She stated the General and Recreation fund balances are on the higher end but should have a little more in them to help the other funds. President Young asked what the fund balance number for the Golf and Aquatics funds were for fiscal year 2018. Ms. Collins stated the balance has been, and is currently, negative but working with the auditors to make a transfer to those funds to show they were operating at a loss and a transfer is needed was discussed. President Young asked how the general public would know the funds were in the red or black without looking at the budget document. Ms. Doll advised that it would be made public on several occasions including in the budget document and during a public meeting. President Young pointed out that a transfer was made to the Golf and Aquatics funds in 2014 and that in three years it has gone back to the large deficit amount that it is currently. He advised that if those funds are made to have a \$0 balance, it needs to be clearly shown and before the budget is approved the idea of the transfer needs to be discussed more because the Board has not yet agreed to it.

Ms. Collins advised on the General fund and stated it includes administrative expenses, Board expenses, some Terrace Room expenses and anything that doesn't fit into another fund. Ms. Collins and President Young agreed that if the board would like to see any changes to the document, they should give those recommendations of changes as soon as possible.

Mr. Emken advised on parks and museum projects which included improving outdoor lighting at the Ellwood House for added security. Superintendent of Marketing & Golf Operations, Scott deOliveira, advised on golf course projects and stated some renovations will be put on hold but the improved course standards will still be maintained. Superintendent of Recreation, Bill Ryder, advised on recreation and aquatics projects including pay increases for lifeguards. President Young asked if the district is able to absorb the costs of the increase. Commissioner Nyquist asked if the lighting improvements at Ellwood would be dark sky compliant and stated that the board previously voted to make it park policy that all lights be dark sky compliant. Mr. Emken advised that the lights would be ones the district already has but the budget can be looked at and conversations with Ellwood staff can be had.

President Young asked what Sikich would say when asked that compared to last year, where does the District stand. Ms. Collins advised that she believes the District will end up the same even though there will be less to work with but the District would have been in a worse position if the cuts weren't made. Commissioner Nyquist believed its good that staff is being proactive because the District could find itself in a bad position if the deficits aren't being paid attention to. Commissioner Perkins stated she heard DeKalb is thinking about another TIF district and wondered if staff has thought about how it would impact the budget. Ms. Doll stated that topic will be discussed at the next board meeting but it's not expected to affect the budget.

Ms. Doll thanked all the Superintendents for their hard work figuring out how to make cuts while still maintaining the District's level of service. President Young thanked everyone and stated the Board is there to make sure the District is being fiscally responsible.

**V. Adjourn Public Meeting**

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

Meeting adjourned at 6:54 p.m.