

**DEKALB PARK DISTRICT
BOARD OF COMMISSIONERS
SPECIAL MEETING
HOPKINS PARK COMMUNITY CENTER
1404 SYCAMORE ROAD, DEKALB, IL
FEBRUARY 4, 2016**

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

Staff Members Present: Executive Director Jason Mangum, Interim Superintendent of Finance Nancy McCaul, Facility and Marketing Supervisor Scott deOlivera, Finance Administrator Josephine Knoble, Superintendent of Recreation Amy Doll, Superintendent of Parks and Recreation Mat Emken, Superintendent of Golf Shane Bays, and Food and Club House Manager Jane Holdridge.

I. Meeting Called to Order and Roll Call

President Young called the meeting to order at 5:30 p.m.

II. Action on Agenda

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

III. Public Comment

NONE.

IV. Review and Discussion of Tentative Budget for Fiscal Year 2017

President Young advised that the budget needs to be approved within the first quarter of the fiscal year. Executive Director Jason Mangum thanked the staff for their hard work on the budget, especially Nancy McCaul who is filling in until they can hire a Superintendent of Finance. Ms. McCaul went over the budget and advised that she did make some adjustments in the fund balances. Some balances were too high, some were too low.

Ms. McCaul advised that the EAV will most likely go down, so residents could possibly see a drop in their taxes paid to the Park District.

President Young asked about the roll over that was set aside for a potential maintenance building. Ms. McCaul advised that some of the money has been spent, but money will be budgeted and placed into that fund during this fiscal year.

Commissioner Nyquist asked about a difference of \$1.5 million. Ms. McCaul advised that it basically a timing issue and because of projections.

Amy Doll, Superintendent of Recreation, spoke about some new things that will be requested in this year's budget. She would like to not allocate monies to athletics and recreation funds. She also spoke about some new initiatives that she would like budgeted this year. One is an awareness campaign. Also Movies in the Park will be budgeted in a different line item. Licensing of movies are also in that line item. Ms. Doll said that she is looking at a partnership with Dance Dimensions and will be expanding the District's dance offering. She also outlined some other new initiatives for the next fiscal year.

Commissioner Holliday asked if Haish Gym would still be operated in the summer. Ms. Doll advised that the gym will still be operated, but the summer camp will not be held there. She said that it makes it difficult to operate a summer camp with no air conditioning.

President Young asked about the 4th of July fireworks. Ms. Doll advised that as of right now the City and the Park District will continue the partnership. President Young asked about the new logo. Ms. Doll advised that the old logo will remain on any painted items until it is time to repaint that particular item. She advised that the stone signs will stay until there are updates to that particular park.

President Young asked about funding to add air conditioning at the Haish Gym. Ms. Doll advised that it has been discussed, but there are challenges to adding air conditioning to Haish Gym.

President Young asked about the changes to cleaning staffing. Ms. Doll advised that the cleaning was outsourced at 2 facilities, but done in house at the ball field. So, the decision was to allow the employee at the ball field to clean at the other facilities also. In late spring or early summer, an RFP went out and staff found that hiring part-time employees would serve the District better. Commissioner Holliday asked about the contract price for cleaning. Ms. Doll advised that the price is about the same, but there is more flexibility with the part-time employees, than with the contracted company.

Ms. Doll then moved on to the Hopkins Pool fund. She talked about moving swim lessons to the outdoor pool at Hopkins. She advised that, as in the past, the pool won't be open when the DeKalb School District is in session, but it will be open for lap swim.

President Young asked about testing. Ms. Doll advised that there is no money budgeted for ongoing testing.

Food and Club House Manager Jane Holdridge said there isn't a whole lot of changes to her budget. She advised that her budget is not balanced. She did add one full-time employee. President Young asked if there was anticipation of adding more paved trails. Ms. Holdridge advised that they did allow for more pathways in this budget. Ms. Holdridge introduced the new Superintendent of Golf, Shane Bays. Mr. Bays said he was glad to be onboard. He said he has been looking at the flooding at River Heights. Commissioner Holliday advised that Mr. Bays comes from Aldeen Golf Course in Rockford.

Director Mangum advised that 80% of the salary for the new full time employee was allocated in the golf department and the remaining 20% in the parks department.

Mat Emken, Superintendent of Parks & Development discussed the operating budget. He advised that staff has put together a pretty comprehensive turf program for this year. Commissioner Grada asked about the possibility of reducing the amount of turf in the parks. Mr. Emken advised that it is not addressed in this budget.

Mr. Emken indicated that staff will also be getting aggressive with playground mulching. He also advised that the boom truck will have all its hydraulics replaced for \$10,000. Mr. Emken also talked about the fact that the Ellwood House needs to be painted.

Commissioner Holliday asked if the Park District maintains the Nehring Center. Director Mangum advised that the Ellwood House takes care of the Nehring Center and that it is contracted out.

Mr. Emken then discussed the capital fund. He talked about 2 trucks that need to be replaced, and the need for a crew cab so that crews don't have to take several trucks to a site. Commissioner Holliday had concerns about putting several employees in one truck, if someone was needed at another site. Mr. Emken advised that the truck would be used for the mowing crew who are typically together all day.

Commissioner Holliday asked about a \$120,000 amount for seal coating. Mr. Emken advised that it encompasses many parks.

Commissioner Nyquist ask about the ETA on Prairie Park expansion. Director Mangum advised that they are waiting on some grant funding from the State of Illinois that was put on hold.

Mr. Emken advised that they will be upgrading the lighted ball fields with a key to turn the lights on and off. He advised that using the breaker panel to turn on and off the lights, is not safe.

Mr. Emken added that 17 light fixtures will be replaced this year.

Commissioner Holliday said that he would like to see Katz Park upgraded first. Commissioner Nyquist asked if the Hopkins light fixtures were on the list. Mr. Emken advised that Hopkins is not included, but could be discussed later in the year.

Commissioner Holliday asked about the flooring at the band shell. Mr. Emken advised that it is not in the budget. Director Mangum advised that they will look at it and see what can be done. Commissioner Holliday suggested finding funds to fix the lighting at the band shell, also.

President Young asked if there were funds set up for architectural services. Mr. Emken said there isn't any money budgeted for any architects.

President Young asked if it would be prudent to start a pool savings account for either re-doing the pool or building a new pool. Ms. McCaul said that it is a good thing to do to stay ahead of the game. She said that she will discuss it with Brian LeFevre to

find out the best way to go about this. The Board was in agreement that this would be a good thing to do.

President Young asked why staff is being funded through the capital fund. Director Mangum advised that the District has a capital crew and the District saves money by having that crew work on capital projects. Ms. McCaul advised that if you didn't do it that way you would be draining your general fund. Ms. McCaul said that this is typical for Park Districts of this size.

President Young asked how Ms. McCaul would rate the District in budgeting and accounting. Ms. McCaul said that she didn't want to give a number, but there are some changes that she would make.

President Young asked if there could be minor adjustments in the next few weeks. Ms. McCaul advised that the budget will need to be displayed for 30 days then it will need to be filed with the County Clerk within 30 days, adding that it needs to be approved by May 1. If the Board were to make any changes, the process would start again.

President Young had questions about certain fund balances.

V. Action on Tentative Budget for Fiscal Year 2017

Commissioner Nyquist made a motion to approve the budget for posting and making public for 30 days, seconded by Commissioner Grada. Motion carried by roll call vote. Aye: Holliday, Nyquist, Grada, Young. Nay: None. Absent: Irving. (4-0-1)

VI. Adjournment

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

Meeting adjourned at 6:37 p.m.