

**MINUTES**  
**DeKalb Park District**  
**Public Meeting of the Board of Commissioners**  
**November 1, 2018**  
**Ellwood House Visitor's Center**  
**509 N. 1<sup>st</sup> Street, 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 6:03 p.m.

**Board members present:** President Phil Young, Commissioner Keith Nyquist, Commissioner Patti Perkins, Commissioner Dag Grada and Commissioner Dean Holliday.

**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, Accounting & Administrative Assistant Emily Bidstrup, Parks Maintenance & Special Projects Team Leader Dave Kessen, Golf Maintenance Superintendent Jeff Cameron and Assistant Golf Maintenance Superintendent Adam Anderson.

**II. Action on the Agenda**

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

**III. Public Comments**

None

**IV. Old Business**

None

**V. New Business**

**a. Introduction of Dawn Schaefer, Executive Director of KSRA**

Amy Doll, Executive Director, introduced Dawn Schaefer and highlighted her 20-year experience working in the field of Therapeutic Recreation. She joined KSRA in September 2018. Ms. Schaefer advised that she is very excited to be a part of KSRA and to continue working on what previous staff have put in place while also introducing new programs next summer.

**b. ADA Report**

Ms. Doll introduced Mark Trieglaff, President of ACTServices, and mentioned he has visited, and assessed, all of the district parks and facilities for ADA compliance. Mr. Trieglaff stated that the whole intent of doing this type of review is to provide equal opportunity for all and presented some of his findings. A transition plan provides a deficiency resource, a planning and budget tool, a support document for staff and a public document for the community. Mr. Trieglaff categorized ADA upgrades according to four priority levels. He stated the next steps would be to receive public input on the transition plan, enter estimated dates of completion into the plan and designating one person as the ADA coordinator.

Commissioner Grada mentioned an example Mr. Trieglaff gave of the parking lot at DeKalb Square Park that needed updating and stated the Park District does not own that land. He asked if the church that owns it would be liable to change it. Mr. Trieglaff advised that places of worship are legally required to be ADA accessible. President Young asked if there is a specific time frame that pool ADA renovations would need to be completed. Mr. Trieglaff recommended no more than 7 years from now but also felt the pool was very usable and that the majority of those with a disability could use the pool in its current state. President Young asked if putting a limestone path to grills and garbage cans could be a fast alternative to concrete. Mr. Trieglaff stated yes. President Young asked Mr. Trieglaff for his suggestion on how to make the sled hill accessible. Mr. Trieglaff suggested making a smaller hill at the bottom that would still give a similar experience.

**c. Smoke Free Parks Presentation**

Melissa Edwards, Health Promotion & Emergency Preparedness Coordinator at the DeKalb County Health Department, presented on smoke free parks. She mentioned the 2016 ordinance that the board adopted which requires smokers to be 50 feet from parks, buildings, special events, etc. and thanked the board and staff for being supportive of the initiative. Ms. Edwards recommended the adoption of a tobacco free park policy to include e-cigarettes and vaping. President Young mentioned Sycamore Park District's adoption of this policy and asked if the Health Department assisted them. Ms. Edwards said they did not but would be happy to assist DeKalb. President Young asked how many park districts have adopted a policy like this one and asked staff if there are currently signs posted at all parks and facilities.

**d. Action on Resolution 18-06: Tax Levy Estimate**

Commissioner Nyquist made a motion to approve Resolution 18-06: Establishing Estimate of Funds to be Raised by Taxation for the 2018 Levy Year in the amount of \$2,810,119, seconded by Commissioner Perkins.

President Young asked if this was done every year. Heather Collins, Superintendent of Finance, advised it is done every year as required by law.

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

**e. Review and Discussion of FY2020 Capital Budget and Five-Year Capital Plan**

Ms. Collins advised on the capital budget process and stated that staff have identified over \$3 million in projects for next year but will probably only spend around \$1 million. Commissioner Nyquist noticed that \$300,000 was budgeted for a splash pad and asked if that was a mandate from the Annie Glidden North Plan. President Young advised that one is listed at Welsh Park in the Annie Glidden North Plan, but the figures are coming from district staff. Ms. Doll advised that staff would like to install a splash pad(s) but the location and size is still to be determined.

Commissioner Nyquist asked why \$40,000 is budgeted for native grasses at Kensington Park. Ms. Doll said staff would like to introduce native grasslands which would reduce mowing areas and bring down costs. President Young asked why so much is needed at Kensington Park. Ms. Doll stated that the area of the park is a dry retention pond and has several house lots. Commissioner Grada mentioned Sycamore Park District has done something similar and they estimated a large savings. He is supportive of the spending if it will save the district money. President Young asked if the planting of native grasses has been done anywhere else in the district. Ms. Doll said no but mentioned the Kishwaukee Water Reclamation District is starting a similar initiative. She also mentioned that the cost includes the work being contracted out. President Young asked how much it would cost for district staff to do the planting. Scott deOliveira, Superintendent of Marketing & Golf, advised that his staff have met with ENCAP to talk about how to reduce mowing costs and they were confident planting could be done in-house. Commissioner Nyquist asked the board if they were comfortable spending \$54,000 more on the nature trail restoration plan. President Young asked if this is the final amount in the contract that the board already approved. Ms. Doll stated yes.

President Young noticed there is a lot budgeted for HVAC and paving improvements and asked if it was due to the lack of a proper maintenance schedule in the past. Mat Emken, Superintendent of Parks, stated yes. He is also finding that paving was installed without a base underneath which causes breakage. President Young asked if enough sealcoating is being done to expand the life of the lots. Mr. Emken said that is the plan since it can greatly extend the lot life. President Young asked what the ballfield upgrades are for. Mr. Emken stated the old fixtures will be converted to LED's. President Young asked if there are improvements needed to be addressed at Haish Gym & SRC. Bill Ryder, Superintendent of Recreation, said everything is in good shape besides the air conditioning and parking lots.

**f. Strategic Planning Committee Report**

President Young advised that the Strategic Planning Committee has existed for about one year. He would like to have one or two more meetings before January so a plan can be brought to the board soon after that.

**g. Discussion of Annie Glidden North Revitalization Plan**

President Young advised that the City of DeKalb released the document for the Annie Glidden North Revitalization Plan (AGN plan) and after reading the document, he saw the DeKalb Park District mentioned several times. He mentioned about 23% of the population lives in the Annie Glidden North neighborhood so clearly something needs to be done. Commissioner Perkins, who is representing the DeKalb Park District as part of the task force, gave an update. Her group was tasked with discussing transportation and said some changes were already in place. As far as suggestions for improvements, Welsh Park was at the top of the list. The task force would also like to see something done with the empty green space behind the NIU nursing building. An NIU staff member commented that NIU would let the Park District use that space as long as they maintain it. Commissioner Perkins stated she made it clear at their meetings that the district was not in a position to fund a bunch of new projects and that district staff and board would be the only ones making decisions about their property. President Young mentioned the history of problems at that site and continued by saying the City can put out their report, but they need to understand that the Park District is a self-governing body who has their own budget and ultimately makes their own decisions. He stated staff have clearly identified the need for improvements at Welsh Park and would like to see a splash pad at one of the parks, but just because the AGN plan shows it at Welsh does not mean it will be going there. He was frustrated with the City requesting one thing from the district and then the committee proposing something totally different (i.e. evening events held at Welsh Park). He would like staff to take a look at the plan and see what improvements make sense.

President Young mentioned he heard about the creation of a Community Development Corporation which would be comprised of individuals from Government agencies, private sectors, community members and new City staff members hired to help assist in plan implementation. He was not comfortable with the thought of this and believed no-one knows parks & recreation better than district staff and the board. Commissioner Grada acknowledged that the AGN area is underserved and the district needs to look at what can be done to better serve that population. He also asked if the district had any obligation to this plan. He assured that while all the talk is concerning, in order for any change to happen the board has to vote. Commissioner Holliday asked how much longer the task force will meet. Commissioner Perkins advised that the task force is done. Ms. Doll advised that the plan will go to council and potentially be adopted in November. Commissioner Perkins wanted to re-iterate that there were a lot of good ideas included in the report that can be reasonably addressed.

#### **h. Discussion of Intergovernmental Agreement**

President Young advised that the most recent Intergovernmental Agreement (IGA) documents were reviewed by district attorneys earlier in the day. Since six other taxing bodies are reviewing it, there could be more modifications. He believed DeKalb Park District was the first taxing body discussing the IGA in an open meeting and stated the City would like to approve it at their November 13<sup>th</sup> meeting but would prefer all taxing bodies to vote on it at their open meetings before they do. President Young highlighted some of what it included in the IGA, including the Joint Review Board (JRB) would meet quarterly rather than annually moving forward. The JRB would receive more detailed financial reports

prior to the quarterly meetings. The City will not be permitted to spend more than \$2 million on administrative fees over the life of the Tax Increment Financing (TIF) district. The City will declare surplus on the remainder of funds in TIF 1, which would give the Park District approximately \$650,000. Beginning in FY2022, the City will declare annual surplus from TIF 3 of 30%. Beginning in FY2026, the City will declare annual surplus from TIF 3 of 50% until the conclusion of the TIF.

Commissioner Holliday asked if the board will vote on this at the next meeting. President Young stated yes, the IGA will be on the November 15<sup>th</sup> agenda for vote. Commissioner Nyquist asked if the district's exposure was discussed with the attorneys. President Young stated it was. Commissioner Perkins asked if the document includes how many times a single agency or developer can receive TIF money. Commissioner Grada believed the money is given on a per-project basis, not on a per-individual basis. President Young mentioned Ms. Collins is the districts Joint Review Board representative and asked the board if there was a general consensus for her to show the district's support of TIF 3. Commissioner Nyquist asked if the district would be in breach of the document if she shows support, but then something in the IGA document comes back unfavorable. Ms. Doll stated no. There was a general consensus from the board given to Ms. Collins.

## **VI. 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 8:06 p.m.