

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
May 2, 2019
Ellwood House Visitor's Center
509 N. 1st Street, DeKalb, IL

Public Meeting
6:00 p.m.

I. Meeting Call to Order and Roll Call: President Phil Young called the Study Session to order at 6:00 p.m.

Board members present: President Phil Young, Commissioner Gail A. Krmenech and Commissioner Dag Grada. Absent: 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 Greg Bruggeman, Park Maintenance & Special Projects Team Leader Dave Kessen, and Accounting & Administrative Assistant Emily Bidstrup.

II. Action on the Agenda

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

III. Review Election Results and Abstract of Votes of April 2, 2019 Consolidated Elections

President Young referenced the official Abstract of Votes document which listed the number of votes Gail A. Krmenech and Dag Grada received as candidates for the DeKalb Park District Park Board.

IV. Installation of Commissioners

Gail A. Krmenech and Dag Grada were sworn in at 5:47 p.m. by Heather Collins.

V. Declaration of Board Vacancy

Commissioner Krmenech made a motion to declare a vacancy on the Board, seconded by Commissioner Grada. Motion carried by roll call vote. Aye: Grada, Krmenech, Young. Nay: None. Absent: Holliday. (3-0-1)

VI. Election of Board Officers

President: Commissioner Grada nominated Phil Young for President, seconded by Commissioner Krmeneč. Motion carried by roll call vote. Aye: Grada, Krmeneč, Young. Nay: None. Absent: Holliday. (3-0-1)

Vice President: Commissioner Grada nominated Dean Holliday for Vice President, seconded by Commissioner Krmeneč. Motion carried by roll call vote. Aye: Grada, Krmeneč, Young. Nay: None. Absent: Holliday. (3-0-1)

Secretary: Commissioner Grada nominated Gail A. Krmeneč for Secretary, seconded by Commissioner Krmeneč. Motion carried by roll call vote. Aye: Grada, Krmeneč, Young. Nay: None. Absent: Holliday. (3-0-1)

Treasurer: Commissioner Krmeneč nominated Dag Grada for Treasurer, seconded by Commissioner Grada. Motion carried by roll call vote. Aye: Grada, Krmeneč, Young. Nay: None. Absent: Holliday. (3-0-1)

VII. Public Comments

None

VIII. Old Business

None

IX. New Business

a. Discussion of Bonds and Investment Policy

Anthony Miceli, Speer Financial, discussed investing and bonds. He mentioned that as an Illinois Park District, DeKalb Park District is allowed to issue debt. Mr. Miceli stated that approximately \$34,000 in interest would be saved if the District believes they can invest \$1.3 million for about 11 months by purchasing their own bonds. President Young wondered what would happen if there was a major emergency and the District didn't have enough money to cover it. Mr. Miceli advised that the bond can be used on emergency capital projects. Commissioner Krmeneč asked if the bond is insured and inquired about an investment rating. She also asked what the options are if emergency costs were to exceed the invested amount. Mr. Miceli mentioned issuing a debt certificate or issuing alternate revenue source bonds. Commissioner Krmeneč asked which Park Districts are currently issuing their own bonds. Mr. Miceli named Lombard, Gurnee and Geneva.

b. Discussion of Ellwood Project and Museum Grant

Mat Emken, Superintendent of Parks, advised that in 2013 the District was awarded a 100% reimbursable Museum Grant, but it was suspended in 2014. He

was happy to announce that the funds have been re-allocated in this year's State budget. Ellwood House projects include the replacement of 6 roofs, the replacement of the ADA lift, terrace tile restoration and landscape restoration. The State will only reimburse the District for \$126,400 but the estimated costs for repair are \$149,000. President Young asked if all repairs would be made by one company. Mr. Emken advised that 3 separate bid packets would be issued. When replacing roofs, President Young wondered if the material used needs to be kept to the historical nature of the mansion. Commissioner Grada wondered if the underlining roof structure is in-tact. Mr. Emken believed so and does not anticipate finding any major damage.

c. Discussion of RFP for Golf Operational Analysis

Amy Doll, Executive Director, advised that operational losses at the golf courses have been significant for years. She would like to get an outside company in to analyze the finances, threats, weaknesses, etc. at both golf courses. Commissioner Krmenech was happy to see staff taking an objective look but had concerns with document. She would like the RFP to better indicate the deliverables and timeline of completion. President Young wondered how staff could specify the deliverables. Commissioner Krmenech gave examples of wording that could be used. President Young suggested revising the RFP and discussing it at the next meeting.

d. Discussion of DeKalb Rotary Concessions at Movies in the Park

Ms. Doll advised that the DeKalb Rotary Club approached the District to set-up concessions at the Movie in the Park events for 2019. The District would not generate any revenue, but this would be a great revenue generator for the DeKalb Rotary Club. President Young asked if a permit would be issued.

e. Discussion of Contract with Tivity for Silver Sneakers Program

Greg Bruggeman, Superintendent of Recreation, advised that the DeKalb Park District has been on the Silver Sneakers waiting list for several years. He believed it will be a good partnership and Tivity will reimburse the District per each user that is part of the program.

f. Discussion of Contract for Brochure Printing

Scott deOliveira, Superintendent of Marketing & Golf, advised that 3 proposals were returned with Castle Printech coming in lowest. He recommended accepting their proposal since they have provided good service in the past. President Young liked that they were local.

g. Discussion of Alcohol Permits for Greekfest and Music at the Mansion

Ms. Doll advised that both representatives from Greekfest and Music at the Mansion have requested alcohol permits again for 2019. She stated that there were no problems during the events last year. President Young mentioned he attended both events last year and didn't see any problems concerning alcohol.

h. Discussion of Open Park Maintenance Position

Mr. Emken advised that a Park Maintenance Level 3 position is currently open, leaving the parks departments down a member during busy season. Staff have determined the position can be filled with a Level 1 employee which would provide a salary savings to the District. There was mention of the current Facilities Apprentice being a likely candidate for the new position. President Young was concerned with the contract the apprentice signed earlier this year and wondered how the full-time work schedule would affect with his school requirements. Mr. Emken believed that if the apprentice worked full-time, his schooling would take about 1 ½ years longer to complete. Commissioner Krmenech was concerned that it seemed like the District was creating a position specifically for the apprentice.

i. Discussion of Administrative Policy 200.21: Policy on Succession

Ms. Doll presented two options for a new Succession Policy. The first option names the successor according to specific job titles while the second option allows the Executive Director to appoint the Superintendent. President Young believed either option would be better than the current one but was partial to option two. Commissioner Grada said either option would be fine. Commissioner Krmenech liked option two best.

j. Discussion of Born Learning Trail Partnership with United Way

Ms. Doll advised that staff from the United Way had reached out and indicated they were interested in installing a Born Learning Trail at one of the District's parks and staff believe Lions Park would be the best location. The United Way would provide the materials for the installation and District staff would be responsible for placing the sign posts in the ground. President Young suggested leaving a buffer for bicyclists and wondered who would be responsible for maintenance. Ms. Doll confirmed that the United Way would be responsible for maintenance.

k. Discussion of Welsh Park Master Plan Community Input Meeting

Ms. Doll mentioned the resident turnout for the Master Park Master Plan discussion was not great so staff will be reaching out to the public to get as much input as they can. She believed that the Welsh Park Plan would be a great project to submit for the OSLAD grant, but the deadline to apply is October 1st and she would like to have a plan in place before staff apply. President Young believed

the project is one that many community members would like to see completed and getting funds from other resources would be ideal. At the same time, he'd like to make sure the District has enough funds to renovate other parks. He wondered what the backup plan was if the District does not receive the OSLAD grant. Commissioner Krmeneč wanted to see what age groups Welsh Park is serving and suggested putting a Born Learning Trail over there as well.

I. Discussion of JRB Meeting

Ms. Doll advised that the quarterly JRB meeting was held last week and City Manager Bill Nicklas presented information about recommendations he will be making to City Council at their next meeting. She believed that the increased EAV of the Mooney project would be more beneficial to the District in the long run than taking a lump sum. President Young commented that anytime the JRB meets, it should only be for advisory discussions, and that any votes should only be done by elected officials within each agency.

X. Executive Session

Commissioner Krmeneč made a motion to go into closed session for the purpose of Setting a Price for Sale or Lease of Real Estate 2(c)6 and Pending or Imminent Litigation 2(c)11, seconded by Commissioner Grada. Motion carried by roll call vote. Aye: Grada, Krmeneč, Young. Nay: None. Absent: Holliday. (3-0-1)

Meeting closed to the public at 7:26 p.m.

XI. Adjourn Public Meeting

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

Public Meeting adjourned at 8:11 p.m.