

**MINUTES**  
**DeKalb Park District**  
**Public Meeting of the Board of Commissioners**  
**January 10, 2019**  
**Ellwood House Visitor's Center**  
**509 N. 1<sup>st</sup> 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 6:01 p.m.

**Board members present:** President Phil Young, Commissioner Keith Nyquist, and Commissioner Dag Grada. Absent: Commissioner Patti Perkins 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, Park Maintenance & Special Projects Team Leader Dave Kessen, Facilities Team Leader Mike Mascal, Parks Maintenance Staff Jeff Zweifel, Finance Intern Lexi Floming and Accounting & Administrative Assistant Emily Bidstrup.

**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**

Susan Courtney Marshall addressed the board and pointed out several things she has seen happening on the nature trail. She observed clear cutting on the path near Timber Trail even though staff told her nothing west of the river was going to be touched, except for the removal of invasive species. Ms. Marshall also observed what she believed to be park district employees seeding on the trail and wondered why. She stated she would reach out to Amy Doll, Executive Director, to discuss further.

**IV. Old Business**

None

**V. New Business**

**a. Park District Finance Overview**

Heather Collins, Superintendent of Finance, presented a PowerPoint on finances

as a kick off to the budget discussion. The presentation explained fund structure, major revenue sources, the tax levy, bond payments, etc. While she did not necessarily present specific figures related to the DeKalb Park District finances, she discussed how funds are supported, what it means to levy taxes and how important a budget document is.

Commissioner Nyquist asked if the Bond Sale Professional Service expense could be eliminated to save money in the Capital Projects fund. Ms. Collins advised that the district is not allowed to cut that expense under Illinois law. Commissioner Nyquist asked if IAPD had position on the issue and if they would be willing to help get it overturned.

**b. Review and Discussion of Tentative Budget for Fiscal Year 2020**

Ms. Collins advised that the Insurance, FICA and Museum funds will be levied for fewer taxes, so staff have chosen to put that money into the General and Recreation funds. She also stated that the IMRF contribution rate is decreasing. President Young asked when the early retirement incentive (ERI) finishes. Ms. Collins advised that the ERI is paid off. Ms. Collins advised that the General fund is doing well and will be able to cover the operating loss in the Golf fund. She also believed the Insurance fund is looking good because the district recently changed how unemployment claims are paid. Commissioner Nyquist pointed out the total deficit number and asked if staff anticipate the district having a weaker net position at the end of FY2019. President Young inquired about ADA projects.

Mat Emken, Superintendent of Parks, highlighted the budget cuts and additions in the Parks, Museum & General funds. President Young inquired about the replacement of the tree that fell on the Ellwood House lawn.

Bill Ryder, Superintendent of Recreation, highlighted the budget cuts and additions in the Recreation & Aquatics funds.

Scott deOliveira, Superintendent of Golf & Marketing, highlighted the budget cuts and additions in the Golf fund. He mentioned that the short course at Buena Vista Golf Course will be closing since the usage doesn't justify the costs to maintain it. President Young asked if the short course will be removed permanently. Mr. deOliveira advised it will not be removed, but rather it will not be maintained to the same level it is now. President Young inquired about concession sales at both courses. Mr. deOliveira stated concessions are well utilized, and beer and soda sales are good, but staff will be experimenting with different food options.

Commissioner Grada wanted more information regarding the proposed purchase of an ADA accessible van. Ms. Doll advised staff are hoping to purchase a fully accessible 15 passenger van that would be utilized for field trips to transport participants and funded by ADA funds. Commissioner Nyquist asked if the

proposed employee merit pool had been budgeted. He believed the budget document was outstanding, easy to understand and transparent. With that being said, Commissioner Nyquist stated he would have a very hard time voting for the budget as it stands and believed the allocation of \$180,000 for native grasslands is a misplaced priority. He believed there is a gulf between the district and the residents and doesn't think the board, and most of the staff, understand the effect it has on the citizens when something is said it will happen but then something different actually happens. He believed that the voices of the community are ignored. Commissioner Nyquist finished by saying he does not believe the budget represents the values that he intended to bring during his time on the board. President Young stated that there are line items in the budget that he is concerned about but that he would support the overall budget which he believes is in the best interest for the community.

**c. Budget and Appropriation Discussion**

Ms. Collins proposed appropriating 10% higher than the budget. She advised that an ordinance would need to be adopted and the budget would be on display for 30 days prior to adoption with a formal hearing held in February. She asked the board what their thoughts on appropriating a higher percentage was. President Young asked if it was a best practice. Ms. Collins stated the district's attorney advised that most of his clients appropriate more. Commissioner Grada asked if it was a one-time appropriation. Commissioner Nyquist looked for confirmation that the appropriation has no effect on what is levied. He also asked why 10% was chosen and not another percentage. Ms. Collins advised that you can appropriate 10-20% but believed 10% would be a good starting point since the district hasn't historically appropriated more. President Young asked for more information at the next board meeting.

**d. Approve Agreement with DeKalb Park District Facilities Apprentice**

Commissioner Nyquist made a motion to approve Apprentice Agreement with DeKalb Park District Facilities Apprentice, seconded by Commissioner Grada.

Ms. Doll advised that staff have identified someone to fill the position. Since the district will be paying for the apprentice's tuition at Kishwaukee College an agreement must be signed by both parties. President Young asked what would happen if the apprentice finishes the program but then is terminated within 2 months. Ms. Doll stated they would have to pay back tuition costs. President Young believed it is a great program. Commissioner Nyquist inquired about class hours interfering with district hours and vice versa and wondered if the required 2.0 GPA is passing. Ms. Doll said the class schedule would come before work. Commissioner Nyquist stated he read in the paper that Mike Mascal is retiring and wondered if he had given a date. Ms. Doll stated he has not officially given a date but expressed his want to retire so the district is planning for it.

Motion carried by roll call vote. Aye: Grada, Nyquist, Young. Nay: None.  
Absent: Perkins, Holliday. (3-0-2)

#### **VI. Executive Session**

Commissioner Nyquist made a motion to go into closed session for the purpose of Collective Bargaining Matters 2(c)2, Real Estate Acquisition 2(c)5 and Setting a Price for Sale or Lease of Real Estate 2(c)6, seconded by Commissioner Grada. Motion carried by roll call vote. Aye: Grada, Nyquist, Young. Nay: None. Absent: Perkins, Holliday. (3-0-2)

Meeting closed to the public at 7:22 p.m.

#### **VII. Reconvene Open Meeting**

Meeting reconvened at 7:54 p.m.

#### **VIII. Adjourn Public Meeting**

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

Meeting adjourned at 7:55 p.m.