

MINUTES
DeKalb Park District
Study Session of the Board of Commissioners
February 27, 2017
Hopkins Park Community Center
1403 Sycamore Road, DeKalb, IL

Public Meeting
4:00 p.m.

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

President Phil Young called the meeting to order at 4:02 p.m.

Board members present: President Phil Young, Commissioner Dean Holliday, and Commissioner Dag Grada. Absent: Commissioner Nyquist (arrived at 5:00 pm)

Staff Members Present: Executive Director Amy Doll, Superintendent of Parks & Development Mat Emken, Superintendent of Marketing & Golf Operations Scott deOliveira, Human Resource & Payroll Manager Autumn Kelly, Superintendent of Recreation Bill Ryder, Accounting & Administrative Assistant Emily Bidstrup, Roger Olsen.

II. Action on the Agenda

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

III. Public Comments

None

IV. Sled Hill Discussion

Cory Stout from Missman advised the Board on his design for the sled hill which would use about 90-100 cubic yards of dirt. Other highlights included a surface water drain, a 2 foot berm at the end to stop children that might slide all the way to the end, and a chain link fence with 3 openings surrounding the outside of the hill. Mr. Stout presented plans for completed sled hills at various locations in the suburbs and stated the difference in slopes and drops between each and compared them to the potential one at Hopkins. Mr. Stout advised that his guidelines for the hill came from Children's Health Center in Canada. Potential add-ons for the future were mentioned which included adding a bunny hill behind the main hill, adding lighting to the top of the hill, adding more parking and a concessions area. President Young asked if steps could be added at the bottom of the hill.

President Young asked if plants or trees would be added to protect from erosion. Mr. Stout advised that plants designed for low care would be added. President Young asked if another drain might need to be added for large flow. President Young asked

if there would be an obstructed view for the nearby apartment complex. Commissioner Grada stated he believes there would be and continued by saying he thinks the design is beautiful but can't justify taking up a large portion of the park for something that can only be utilized part of the year. He would like the District to take all of the dirt and create a lower, broader hill and use trees as a fence. He stated that he does not believe the sled hill is in the District's best interest and would like to see options from Missman. Commissioner Holliday pointed out that the property being sought for the hill isn't even being used right now.

President Young asked if a snow fence would be an acceptable replacement for the chain link fence. Mr. Stout advised that the chain link fence wouldn't have to be maintained. President Young brought the meeting back on track and reminded the Board of the time spent discussing a sled hill not a multipurpose hill. He stated that the issue is time sensitive and if the purpose of the hill is to be used for years to come a larger hill is needed. Commissioner Grada asked if the sanitary district needs the design of the hill to proceed or just the amount of dirt the District will take. President Young stated that the idea that was presented was a sled hill and if that changes he is not sure he would be for it anymore. He asked if the Vernon Hills sled hill is specifically used for sledding or if there were any other uses throughout the year. Superintendent of Parks & Development, Mat Emken, stated that the main use was for sledding but it was used for exercising the remainder of the year.

Commissioner Grada asked what the sanitary district needed from the Board and staff at this point. Ms. Doll advised that they needed a quantity of dirt being taken by March 1. Commissioner Grada suggested taking all of the dirt and coming up with a design after that. President Young asked if there was to be excess dirt, would it be used at the sled hill or hauled somewhere else. Commissioner Holliday asked Commissioner Grada if he was suggesting moving the hill to another location in the District. Commissioner Grada stated no and clarified he would like a sled hill but wants it to be more useful since it will be there for the indefinite future. He stated that building a flatter, broader hill would allow for additional uses and the potential to add-on to it in the future. Commissioner Grada stated that he thinks it's in everyone's interest to take as much dirt as possible, saving time and benefiting taxpayers. President Young stated that building something that takes away from the primary point of sledding would limit the use. Commissioner Grada disagreed with that statement.

V. Action to Approve Sled Hill Design

Commissioner Holliday made a motion to approve the sled hill design from Missman, no second. Motion failed.

VI. Discussion of Procedure to Appoint New Commissioner

President Young mentioned the discussion over the vacancy on the Board at the last meeting. He advised that the vacancy will be advertised, questions will be asked in Executive Session and whomever the Board chooses will be announced to the public. President Young made it clear that District staff do not need to be involved since it is a Board matter. He asked the Board on their input for setting a time frame. Commissioner Grada stated he thinks it should be done as quickly as possible. President Young asked the Board if they would like to continue the process as a

group or if he should take the lead being the Board President. Commissioner Holliday stated he was in favor of President Young taking the lead if he was willing. Commissioner Grada stated that would be extra work for President Young and he wouldn't mind working together. A general consensus was reached to work with District staff to get the vacancy listed and work with each member of the Board to get their input on questions to be asked of the candidates.

VII. Action on Procedure to Fill Open Board Member Seat

VIII. Action on Projects Over \$10,000

a. Liberty Park Playground Equipment

Mr. Emken talked about the plans for the new playground and mentioned that a grant was received from PlayCore in the amount of \$19,595.80. He stated that the colors for the playground are not set in stone. Commissioner Grada asked if there was consideration from the public in regards to the colors and asked if there was a chance for public input like the District had with the Mason-Larson Park playground. Mr. Emken stated that he would normally ask for public input but the timeline is tight this time.

Commissioner Grada made a motion to approve the quote from Cunningham Recreation for new playground equipment for Liberty Park in the amount of \$45,284.51, seconded by Commissioner Holliday. Aye: Holliday, Grada, Young. Nay: None. Absent: Nyquist. (3-0-1)

IX. Action to Approve Contract with GovHR

Ms. Doll mentioned the current lack of staff in the finance department with the resignation of the Superintendent of Finance & Administration so bringing back Nancy McCaul for approximately 3 months to assist is essential. President Young stated that since Mrs. McCaul has previously assisted the District as the Interim Superintendent of Finance, she could jump right in and asked if she had requested a 3 month contract. Ms. Doll stated her hours are limited in March but she will be in more regularly starting in April. President Young asked if the District could get someone else from GovHR to come in when Mrs. McCaul can't during crunch time. Commissioner Holliday stated that with Mrs. McCaul's past performance the District is lucky to grab her. Commissioner Grada agreed.

Commissioner Grada made a motion to approve a contract with Gov Temp USA, LLC, seconded by Commissioner Holliday. Aye: Holliday, Grada, Nyquist, Young. Nay: None. Absent: None. (4-0-0)

X. Action to Approve Resolution 17-02 Appointing Autumn Kelly as IMRF Authorized Agent

Commissioner Holliday made a motion to approve Resolution 17-02 to appoint Autumn Kelly as IMRF Authorized Agent, seconded by Commissioner Grada. Aye: Holliday, Grada, Nyquist, Young. Nay: None. Absent: None. (4-0-0)

XI. Discussion on Personnel Policy Changes

Commissioner Young asked if the discussion is covering all of the sections in the personnel policy manual or just a specific section. Ms. Doll stated the discussion is on changes in all sections and the changes came from staff input and additional corrections. President Young asked about the smoke free workplace policy specifically if smoking bans are in place at the dog park. President Young asked if there were many changes to the personal leave policy. President Young and Commissioner Nyquist asked questions about the personal leave donation/sharing policy. President Young stated that he would like to see a vote soon on the personnel policy changes to it can get updated.

XII. Executive Session

Commissioner Nyquist 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 Personnel 2(c)1, seconded by Commissioner Holliday. Motion carried by roll call vote. Aye: Grada, Holliday, Nyquist, Young. Nay: None. Absent: None. (4-0-0)

Meeting closed to the public at 5:15 p.m.

XIII. Reconvene Open Meeting

Meeting opened to the public at 5:34 p.m

XIV. Adjourn Public Meeting

Commissioner Holliday made a motion to adjourn the public meeting, seconded by Commissioner Grada. Motion carried by roll call vote.

Meeting adjourned at 5:35 p.m