

**MINUTES**  
**DEKALB PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**Monday, July 20, 2015**  
**Hopkins Park Community Center**  
**1403 Sycamore Rd., DeKalb, IL**  
**7:00 p.m.**

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

President Phil Young called the meeting to order at 7 p.m.

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

Staff members present: Executive Director Jason Mangum, Superintendent of Finance Lisa Small, Superintendent of Parks & Development Mat Emken, Superintendent of Recreation Amy Doll, and Superintendent of Golf Operations Roger Huber.

**II. Action on the Agenda**

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

**III. Action on Minutes from Previous Meetings**

a. Study Session and Public Meeting of June 18, 2015

Commissioner Irving made a motion to approve the study session and public meeting minutes of June 18, 2015, seconded by Commissioner Grada. Motion carried by voice vote.

b. Special Meeting of June 22, 2015

Commissioner Nyquist made a motion to approve the minutes of the special meeting of June 22, 2015, seconded by Commissioner Irving. Motion carried by voice vote.

c. Executive Session of May 21, 2015

Commissioner Nyquist made a motion to approve the minutes of the executive session of May 21, 2015, seconded by Commissioner Holliday. Motion carried by voice vote.

**IV. Correspondence**

None.

**V. Public Comments**

None.

**VI. Old Business**

None.

**VII. New Business**

- a. Action Agreement with City of DeKalb and DeKalb Area Agricultural Heritage Association, Inc., (DAAHA) For Placement of Historical Marker in Memorial Park.

Commissioner Irving made a motion to approve the agreement with the City of DeKalb and the DeKalb Area Agricultural Heritage Association for placement of a historical marker in Memorial Park, seconded by Commissioner Grada.

Executive Director Jason Mangum advised the Board that staff was approached by the DeKalb Area Agricultural Heritage Society (DAAHA) and the City of DeKalb to consider support of an historical marker denoting the development of the well-known flying ear of corn logo. He added that the logo was developed in DeKalb and the DAAHA would like to share the story of the iconic image with the community and visitors.

Commissioner Irving asked where the park is located and Director Mangum advised that it would be at 1<sup>st</sup> Street and Route 38.

President Young said that he likes the look of the sign, and Commissioner Irving said that it is a good location.

Commissioner Nyquist asked how soon it would be installed and Director Mangum advised that it would be installed approximately mid- to late-September.

Commissioner Irving asked if the commissioners would be invited to the unveiling of the monument. Director Mangum said that he would be sure that the Board was invited.

President Young said that this was a good thing to have installed at no cost to the Park District.

Motion carried by roll call vote. Aye: Holliday, Nyquist, Irving, Grada, Young. (5-0-0)

- b. Action on Ellwood House Caretaker Position.

Commissioner Irving made a motion to approve the Ellwood House Association's recommendation to appoint William Avila as the Ellwood House caretaker, seconded by Commissioner Nyquist.

Director Mangum advised that the caretaker position is unpaid, adding that in exchange for free rent the caretaker takes care of the mansion, cleans and handles events. Director Mangum advised that Mr. Avila has an interest in historic properties, and this is a good fit for Ellwood House.

Commissioner Irving asked if there is some sort of a lease attached to this position. Director Mangum said that he doesn't think there is a time commitment for the caretaker.

Motion carried by roll call vote. Aye: Nyquist, Irving, Grada, Holliday, Young. (5-0-0)

- c. Action on Change of Amenities for Annie's Woods OSLAD Grant Funded Project.

Commissioner Nyquist made a motion to approve the modification of the Annie's Woods OSLAD project to allow for the removal of the four-hole disc golf course and the addition of one concrete table tennis game and one concrete foosball game, seconded by Commissioner Irving.

Director Mangum advised that after the renovation of Annie's Woods, the disc golf was installed. There wasn't great reviews from residents near the park nor users of the park. He added that after speaking to the representative of the OSLAD grant, it was decided that the course would be replaced with table tennis and foosball. After a favorable approval from DNR, staff wanted to have an official record of what was happening.

Commissioner Holliday asked if staff had spoken to the neighbors about the modification. Director Mangum said that he had not spoken to the neighbors about the modification. Commissioner Irving said that he spoke to a neighbor about the substitution. Director Mangum advised that the games will be installed in the open area, not close to the houses. He also advised that users bring their own paddles and balls.

Commissioner Holliday asked if the games could have been purchased from a company that is closer than Oregon. Superintendent of Parks and Development Mat Emken advised that this company had the lowest price, and that the other company was in New York.

Commissioner Irving asked if the old games could be re-used elsewhere. Director Mangum advised that there are 3 parks that have disc golf and can use the equipment.

Commissioner Grada asked if the games were compatible with adults and children. Director Mangum advised that these games are a family design and will work for all ages.

Commissioner Nyquist asked if staff could move forward with removal while waiting for delivery of the new games. Superintendent Emken advised that that could be done before delivery of the new games. Commissioner Irving

asked if the games would be on a concrete base or installed right on the ground. Director Mangum said that the games could be installed right on the ground, but he recommends a concrete base.

Motion carried by roll call vote. Aye: Irving, Grada, Holliday, Nyquist, Young. (5-0-0)

### **VIII. Financial Reports**

- a. Action on Invoices for Payment
- b. Monthly Financial Summary
- c. Purchase Orders
- d. Budget/Actual Report

Commissioner Nyquist made a motion to payment of June open invoices, totaling \$201,905.49, seconded by Commissioner Irving.

Commissioner Irving said that he is concerned that the District is getting taken advantage of from Sundog. He thinks they are too high priced. He would like an itemized statement. Director Mangum advised that although this bill was more for new computers and software than for service, he could get the Board an itemized statement each month.

President Young said that he agrees with Commissioner Irving and he would like an itemized statement given to the Commissioners each month.

Commissioner Irving would like to get someone local to take over these duties, as an employee. He suggested sharing the IT person with Sycamore Park District.

President Young recommends having staff look into and bringing the item forward on a future agenda.

Motion carried by voice vote. Aye: Holliday, Nyquist, Irving, Grada, Young. (5-0-0)

### **IX. Committee and Staff Reports**

- a. Ellwood House

None.

- b. Plan Commission

Commissioner Nyquist advised that the subject of the last Planning Commission meeting was the re-zoning of the area that will be the new 3M building. Commissioner Nyquist said that he encourages staff and Board members to attend the City of DeKalb's Strategic Planning meetings. He added that he had gotten a lot of great comments about the 4<sup>th</sup> of July celebrations.

c. Trails & Trees Committee

No report.

d. Staff

Commissioner Holliday said that had a resident compliment the new design of Lion's Park

President Young asked how is the weather is affecting golf and aquatics. Superintendent of Recreation Amy Doll said that it is having a negative effect. She said that with no 90 degree days in June and many rain days, the sale of season passes has been slow.

**X. Adjourn Public Meeting to go in to Executive Session for the purpose of**

- a. Discussing the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired pursuant to Section 2(c)(5) of the Illinois Open Meetings Act**
- b. Discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to Section 2(c)(1) of the Illinois Open Meetings Act**

Commissioner Nyquist made a motion to move into executive session for the purpose of

- a. Discussing the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired pursuant to Section 2(c)(5) of the Illinois Open Meetings Act
- b. Discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to Section 2(c)(1) of the Illinois Open Meetings Act

Seconded by Commissioner Irving. Motion carried by voice vote. Aye: Holliday, Nyquist, Irving, Grada, Young. (5-0-0)

Meeting closed to the public at 7:31 p.m.

**X. Reconvene Public Meeting**

Public Meeting Reconvened at 9:22 p.m.

**XI. Action on Items Discussed in Executive Session**

Commissioner Nyquist made a motion that prior to posting a vacancy notice for any position from which an employee has retired under the IMRF Early Retirement Incentive, the Executive Director review and update the job description and present that job description and the proposed starting salary range for the position for Board review - and that all starting salaries under this provision be hired at a rate no more

than 80% of the position being replaced, seconded by Commissioner Irving. Motion carried by voice vote. Aye: Holliday, Nyquist, Irving, Grada, Young. (5-0-0)

## **XII. Adjourn Public Meeting**

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

Meeting adjourned at 9:23 p.m.