

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
January 9, 2020
Hopkins Community Center, DeKalb, IL

Public Meeting
6:00 p.m.

I. Meeting Call to Order:

President Phil Young called the meeting to order at 6:02 p.m.

Roll Call

Board members present: President Phil Young, Commissioner Dean Holliday, Commissioner Gail A. Krmeneč, Commissioner Doug Eaton and Commissioner Dag Grada.

Staff Members Present: Executive Director Amy Doll, Superintendent of Parks & Development Mat Emken, Superintendent of Finance & Administration Heather Collins, Superintendent of Recreation Greg Bruggeman, Accounting & Administrative Assistant Jennifer Anderson, Parks Maintenance and Special Projects Team Leader David Kessen, Recreation Office Coordinator Wendy Hayes, and Facilities Maintenance I Jamie Faivre.

II. Action on the Agenda

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

III. Public Comments

IV. Old Business

V. New Business

a. Park District Finance Overview

Superintendent of Finance & Administration Heather Collins presented an overview of Park District finances to the Board. President Young inquired about the District's total debt limit. Ms. Collins stated that it is approximately \$15 million in total

b. Discussion of District Organizational Chart and Open Positions

Commissioner Krmeneč reviewed the organizational chart, including confirming which positions are currently vacant. She said the Marketing position was critical, and should report to the Executive Director, not the Superintendent of Recreation. She is not comfortable reclassifying existing employees into new salary grades and positions without posting them to the public. She inquired about the reason

we would move the Athletic Coordinator from a grade 3 to a grade 4. Ms. Doll stated the increase is due to the level of responsibility required of that individual. Commissioner Krmeneč wondered if the District has enough positions in the Recreation Department. Commissioner Krmeneč does not see the need for the Natural Space position.

President Young concurred that the Natural Spaces position may not be necessary. He also inquired whether the HR & Payroll Manager and the Marketing Coordinator should report directly to the Executive Director. He was fine with the proposed additions of the Mechanic and Facilities Maintenance 2 positions.

Commissioner Grada was strongly in favor for the flexibility of people to grow into new positions. He said for the Natural Spaces position, we could consider a seasonal employee.

Commissioner Eaton concurred that the Marketing Coordinator should report directly to the Executive Director. He also concurred with the statements about the Natural Spaces position.

President Young recommended to staff that there be a second review along with some other options.

c. Review and Discussion of Tentative Capital Projects for Fiscal Year 2021

Commissioner Eaton asked if we made the recommended deferments, how much that adds up to. Ms. Doll stated deferments would bring the total under \$2 million.

Commissioner Krmeneč listed numerous projects that she thought could be deferred. She also listed other projects where she thought we could reduce the costs, or the costs were noted less on previous reports. For maintenance items, she asked Mr. Emken several questions on what the District currently owns and whether additional items are needed. She expressed concern that the proposal did not include paving the front 9 at River Heights. The Golf Advisory Committee recommended that project because it would help generate revenue. If we defer the project, we would be handicapping Golf right out of the gate. She mentioned the native grassland is not a revenue generator and that we need to take care of things to make our programs sustainable.

President Young wanted to verify we had to cut \$1 million from the proposed list. Director Doll confirmed. He concurred with several of the items that Commissioner Krmeneč said we can cut or defer. He inquired why the staff numbers may differ from those of the Golf Advisory Committee. Ms. Doll stated that staff have since received more solid information and the numbers here are more up to date. For the native grasslands, he would like to see this initiated somewhere, possibly pick one or two areas. He agreed with the dog park project, paving the River Heights cart paths, and purchasing new vehicles (as opposed to used) because of the warranty.

Commissioner Grada stated the vehicles should be on a regular replacement plan. Regarding the cart path, he thought that project was dependent on drainage work. Commissioner Krmeneč said the Golf Advisory Committee Capital Improvements Group said there are no drainage issues on the front nine that would affect paving. Commissioner Grada advocated for the nature trail projects and native grasslands as well because the District will see savings in the form of reduced mowing. Lift gates are necessary because the risk of someone injuring their back is not worth it.

Commissioner Holiday concurred with Commissioner Grada on the nature trail.

Commissioner Eaton wanted to mention he was glad to see the \$100,000 for the accounting software. He believes the District should replace that software.

d. Review and Discussion of Tentative Budget for Fiscal Year 2021

Superintendent Collins presented the proposed budget, which shows an overall loss of operating funds. Last year staff presented a balanced budget, but this year it is not in order to have some discussion amongst the board. If the budget is passed as presented, the District will remain within fund balance policy at the end of FY2021, but that is only sustainable for two years before it would drop below the fund balance permitted by policy. The General Fund would completely run out of funds in approximately five years.

Commissioner Holiday asked for an estimate of part-time employees. Ms. Collins said about 200.

President Young asked about the pension and other benefits. Ms. Collins noted that IMRF invests on our behalf and has done a good job. Further, the District still has a couple of years left to pay off the early retirement incentive offered in 2015.

Executive Director Doll noted that we will be making more cuts to the budget and bring it back to the board at the next meeting.

e. Discussion of Golf Daily Fees and Season Pass Rates

Commissioner Holiday noted that the golf rates seem reasonable. Commissioner Eaton and Krmeneč concurred.

VI. Adjourn Public Meeting

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

Meeting adjourned at 8:28 p.m.