

**MINUTES**  
**DeKalb Park District**  
**Public Meeting of the Board of Commissioners**  
**October 3, 2019**  
**Ellwood Visitors Center, DeKalb, IL**

**Public Meeting**  
**6:00 p.m.**

**I. Meeting Call to Order:**

President Phil Young called the meeting to order at 6:03 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 Finance & Administration Heather Collins, Superintendent of Recreation Greg Bruggeman, Accounting & Administrative Assistant Jennifer Anderson, Golf Maintenance Superintendent Jeff Cameron, and Park Maintenance and Special Projects Team Leader David Kessen.

**II. Action on the Agenda**

Commissioner Holliday made a motion to approve the agenda with item “Vf.i. Projects Discussion- Bunea Vista Irrigation” being tabled, seconded by Commissioner Krmeneč. Motion carried by voice vote.

**III. Public Comments**

**IV. Old Business**

**a. Discussion of Update of Comprehensive Master Plan**

Staff recommend the District utilize a Request for Proposal (RFP) to hire a consultant to work with the District in updating the Comprehensive Master Plan. Staff would prepare the RFP over the next month for review from the board in November. The final selection of a consultant would potentially occur in January.

Commissioner Krmeneč would like to see a hybrid approach where the board in conjunction with staff could work to put together a framework before we move toward a consultant. The consultant would be hired to help complete the final document. Commissioner Eaton also believes this would be a good idea to look at different parameters and establish goals and where we would like to be.

Commissioner Holliday felt it would be best to hire the experts to do the job.

Both Commission Grada and President Young felt that what we have currently would be a great starting point and we could adjust where we want to go. President Young suggested a special meeting would be appropriate for the next step and the board agreed.

## **V. New Business**

### **a. Discussion of Tax Abatement Request**

City Manager Bill Nicolas stated that the City of DeKalb has been approached with two development opportunities on the south side of DeKalb.

The first project is bordered by Gurler, South 4<sup>th</sup> Street, Peace Road, and the tollway. The potential business is a food manufacturer and would employ over 1,000 people. This project would utilize a 15-year abatement agreement, if approved.

The second project is located south of Gurler at South 4<sup>th</sup> Street. The potential business is a knowledge-based business and would employ 100-200 people. This project would utilize a 20-year abatement agreement, if approved.

### **b. Discussion of Enterprise Zone Participation**

Paul Borek, Executive Director with DeKalb County Economic Development Corporation said the purpose of the Enterprise Zone is to reduce some of the startup for new industry. There are four different types of companies included with various tax schedules, which are located in the proposed resolution in the board packet. Participation in the enterprise zone would convey that all the taxing bodies are united.

Commissioner Krmenek wanted to know how the tax abatement program presented by Mr. Nicholas fit together with this Enterprise Zone program. Mr. Borek explained that Mr. Nicholas is proposing an alternative to the Enterprise Zone. Commissioner Grada added that this is a baseline program for anyone wanting to develop that meets the stated qualifications. Larger and/or more desirable companies could have the option to negotiate other percentages and benefits, as with the tax abatement program we heard from Mr. Nicholas.

### **c. 2019 Pool Report**

Superintendent Bruggeman presented that weather had a large impact on the pool season. Staff did a wonderful job cutting back on staffing when needed. Staff are looking at potential options for 2020 while addressing the minimum wage increase. Options include opening later in summer, closing the pool earlier, varying the hours of operation, increasing fees, and looking at outside user groups.

President Young inquired what feedback we have received from the general public. Mr. Bruggeman stated he has not heard many complaints. He heard most frequently that the pool was dated, however the community appreciate it.

**d. 2019 Camp Report**

Superintendent Bruggeman presented that attendance and revenue for Camp Discover continue to increase. The relationship the Park District has with the DeKalb School District is unparalleled. Staff would like to see the Park District have programs available year-round for the children- building up our days off school program, a new after school program, and camp during the summer.

**e. Concessions RFP Responses**

Superintendent Bruggeman stated that the information for the Concessions RFP was sent to 15 local businesses and was posted on the district website. Staff received one proposal from Big D's Hot Dogs, who we have worked with in the past.

President Young and Commissioner Krmeneč were disappointed we did not receive more responses to the RFP. Commissioner Krmeneč wanted to verify the \$24,000 that was listed in the 2019 Pool Report is income from concessions while this proposal would be a straight rental fee. Director Doll noted that the referenced pool concession number was from Summer 2018 when the District ran concessions in-house. That figure does not include the associated expenses.

**f. Projects Discussion**

**i. Buena Vista Irrigation**

Tabled.

**ii. Veteran's Park Drainage**

Executive Director Doll stated that Superintendent Emken worked closely with the city engineer to address the drainage issue at Veteran's Park. The project is not budgeted for this fiscal year, so staff recommend getting bids this fall with work beginning next fiscal year in spring 2020.

Commissioner Krmeneč asked if the property on both sides of the railroad tracks belong to the park district. Director Doll confirmed yes. Commissioner Grada mentioned that the timing on this project in the spring with sediment control and higher water flows may make the work more difficult. He also advised it may be beneficial to add some aeration while reconstructing the channel

**iii. Sports & Rec Center Berm**

Executive Director Doll stated that when the SRC was constructed in 1998, a special use agreement was put in place to have berms act as a visual barrier for residents. The berms have been difficult to maintain, and a new landscaping plan was developed as part of the DeKalb Kiwanis Park master plan. Staff

recommend that the bid go out this fall, with the project starting in the spring 2020.

President Young inquired if this was a project our staff could compete. Director Doll stated while we have the ability in some areas, there are significant utilities to keep in mind. Additionally, staff time is limited, staff would need to rent specialty equipment, and the dirt would have to be moved somewhere.

#### **iv. Haish Gym ADA Improvements**

Director Doll stated that the estimated cost to install ramps and fix the grading and sidewalk along the east side of the building at Haish gym is \$72,000. It is currently budgeted in the ADA fund; however, the bid would be this fall, with work starting in spring 2020.

Commissioner Grada inquired about the potential for moving the fitness center to the SRC. Director Doll stated that we are not looking at that right now for Haish gym, but even if it was moved, the District would still likely do some programming on the stage at Haish and complete the ADA updates.

Commissioner Krmeneč asked if the money for this year's budget can legally be carried forward to the spring. Superintendent Collins said we have to re-budget that money into the next fiscal year's budget if it is not used in the current fiscal year.

### **VI. Executive Session**

Commissioner Krmeneč made a motion at 7:41 to go into executive session under 2(c)1, personnel, seconded by Commissioner Grada.

Motion carried by roll call vote. Aye: Grada, Holliday, Krmeneč, Eaton, Young. Nay: None. Absent: None. (5-0-0)

Meeting closed to the public at 7:41 pm.

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

The open meeting reconvened at 8:50 pm

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

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

Meeting adjourned at 8:51 p.m.