

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
July 27, 2023
Hopkins Community Center, DeKalb, IL

Public Meeting
6:00 p.m.

I. Meeting Call to Order:

President Patrick Fagan called the meeting to order at 6:00 p.m.

Roll Call

Board members present: President Patrick Fagan, Vice President Dag Grada, Secretary Gail A. Krmenech, Treasurer David Castro and Commissioner Brian Tobin.

Staff Members Present: Executive Director John Shea, Superintendent of Parks & Development Mat Emken, Superintendent of Finance Wes Levy, Accounting & Administrative Assistant Jennifer Anderson, Dave Kesson, Mike Siefken, Katie Drum, Cindy Hardy, Chrissy Tluczek, and Meghan Jedloe.

II. Action on the Agenda

Commissioner Grada made a motion to amend and approve the agenda seconded by Commissioner Castro. Motion carried by roll call vote. Aye: Krmenech, Castro, Tobin, Grada and Fagan. Nay: None. Absent: None. (5-0-0)

Commissioner Grada made a motion to amend and approve the agenda, removing item IX, Closed Session, seconded by Commissioner Krmenech. Motion carried by roll call vote. Aye: Krmenech, Castro, Tobin, Grada and Fagan. Nay: None. Absent: None. (5-0-0)

III. Consent Agenda

All items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately.

- a. Minutes of the Public Meeting of June 22, 2023
- b. Executive Session Minutes of June 22, 2023

Commissioner Krmenech made a motion to approve the consent agenda, seconded by Commissioner Tobin. Motion carried by roll call vote. Aye: Krmenech, Fagan, Castro, Tobin and Grada. Nay: None. Absent: None. (5-0-0)

IV. Public Comments

None

V. Old Business

- a. Discussion on Hopkins Park Pool Update
Director Shea is scheduling a pool project kick-off meeting between IHC, Larson & Darby, and Counsilman-Hunsaker for planning, with the goal of having permits approved by December to start pool construction in May of 2024. The pool would be closed in 2024, with a tentative opening date of 2025. The kick-off meeting will be August 4th.

VI. New Business

- a. **Introduction Cindy Hardy and Meghan Jedloe**
New staff members Cindy Hardee, Community Outreach Coordinator, and Meghan Jedloe, Natural Areas Specialist, were introduced.
- b. **Discussion of Lauterbach and Amen Superintendent of Finance Scope of Services**
Commissioner Castro asked, money aside, whether there would be a benefit to consider going back to having the Superintendent of Finance internally. Director Shea said the District has been going through a transition since 2021; we've made a lot of progress, but we're still not there just yet. It could be a possibility in the future. Commissioner Kremenec added that she was unsure whether we necessarily need a full-time person, 40 hours per week, if we were to bring that position back in house. President Fagan asked what the amount the previous position paid, before benefits. Director Shea said about \$80,000, before benefits, and perhaps \$120,000-130,000 with them. At the time of the contract, we were saving about \$20,000-\$30,000. That was with the previous salary structure; the wages may be more now. President Fagan said the board would be voting on option 2, which will be brought for board action at the next meeting.
- c. **Action to Approve Tennis Court Replacement Design**
Commissioner Kremenec made a motion to approve the design plans for the Hopkins Park Tennis Court Replacement and authorize staff to begin the bid process, seconded by Commissioner Castro.

Commissioner Kremenec commented she would like to see the pine tree at the northeast corner of the upper tennis courts saved if possible. Director Shea shared that the picnic tables at the pool are black and blue-so they match perfectly, and will be re-used for the tennis courts. Commissioner Castro asked for clarification on the budget; he thought both sets of courts were under budget. Superintendent Emken stated the number is a little over budget, but there are contingencies built into both. Even with the contingencies, it is barely over budget. President Fagan asked whether we know what the market is for

contractors doing this type of work. Mr. Emken said we are hoping we will get good asphalt numbers and that concrete is up right now. He indicated that everyone they talked to said this was a fairly easy project and would be easy to fit into their schedules. Director Shea added these are real world numbers for our project as it has changed, based on costs provided by Upland from their other projects. Overall, for the FY24 budget, there was \$500,000, which did not include engineering costs for Upland at \$24,000. The overall project is at \$525,000, with additional contingencies, and we hope to secure a community needs grant as well. We can open in the fall or spring, knowing that a contractor can wait for better materials pricing.

Motion carried by roll call vote. Aye: Krmenech, Fagan, Grada, Castro, Tobin.
Nay: None. Absent: None. (5-0-0)

d. Items Over \$10,000

i. Action to Approve Purchase of the 2-Year-Old to 5-Year-Old Structure and Four Free-Standing Events for the New Hopkins Park Playground

Commissioner Tobin made a motion to approve the quote from NuToys Leisure Products for the purchase of the 2-5-year-old structure and four free-standing events for the new Hopkins Park playground in the amount of \$83,190.00, seconded by Commissioner Grada.

Motion carried by roll call vote. Aye: Krmenech, Fagan, Grada, Castro, Tobin. Nay: None. Absent: None. (5-0-0)

ii. Action to Approve Purchase of the 5-Year-Old to 12-Year-Old Structure, Swings, and free-Standing Elements for the New Hopkins Park Playground

Commissioner Grada made a motion to approve the quote from Play Illinois for the purchase of the 5–12-year-old structure, swings, and free-standing play elements for the new Hopkins Park playground in the amount of \$146,721.00, seconded by Commissioner Castro.

Motion carried by roll call vote. Aye: Krmenech, Fagan, Grada, Castro, Tobin. Nay: None. Absent: None. (5-0-0)

iii. Action to Approve Purchase of Musical Instrument Features for the New Hopkins Park Playground

Commissioner Tobin made a motion to approve the quote from Percussion Play for the purchase of four musical instrument features for

the new Hopkins Park playground in the amount of \$16,401.00, seconded by Commissioner Grada.

Motion carried by roll call vote. Aye: Krmeneć, Fagan, Grada, Castro, Tobin. Nay: None. Absent: None. (5-0-0)

iv. Action to Approve Purchase of Shade Shelter for the New Hopkins Park Playground

Commissioner Grada made a motion to approve the quote from Imagine Nation for the purchase of a shade shelter for the new Hopkins Park playground in the amount of \$34,920.00, seconded by Commissioner Tobin.

Motion carried by roll call vote. Aye: Krmeneć, Fagan, Grada, Castro, Tobin. Nay: None. Absent: None. (5-0-0)

VII. Financial Reports

Commissioner Grada made a motion to accept the monthly financial reports presented in July 2023, seconded by Commissioner Tobin.

Motion carried by roll call vote. Aye: Grada, Fagan, Castro, Tobin. Nay: Krmeneć. Absent: None. (4-1-0)

- a. **Monthly Paid Bills Listing**
- b. **Monthly Financial Summary**
- c. **IT Summary**
- d. **Board & Staff Travel Expense Summary**
- e. **FOIA Report**

VIII. Open Comments from Commissioners and Director

Commissioner Castro mentioned he is looking forward to playing pickleball.

Commissioner Krmeneć stated she knows we have really accomplished a lot in the last few years and there is more to come. Looking ahead, she thinks we need a new strategic plan so we don't lose track or sight of where we want to go in the District.

Commissioner Grada thanked all the staff who pulled a 16 plus hour day in the heat for the Fourth of July. He appreciates the time and dedication. Commissioner Tobin had no comments. Director Shea echoed Commissioner Grada for the staff's hard work on the Fourth of July. He thought the fireworks show was spectacular. Tomorrow the fireworks RFP for the next 3 years will be released. He added a thanks to staff for all they do for a long summer and thanks to the board for continued support. President Fagan said everyone is doing a great job. He said he was glad the pickleball concept was put on the website early and appreciated the positive feedback. He will attend the taxing body

summit on the 17th of August and will come back with estimated numbers to see what's coming down the rail, to help us make decisions for the next year.

IX. Adjourn Public Meeting

Commissioner Kremenec made a motion to adjourn the meeting, seconded by Commissioner Castro.

Motion carried by roll call vote. Aye: Grada, Kremenec, Castro, Tobin and Fagan. Nay: None. Absent: None. (5-0-0)

Meeting adjourned at 6:28 p.m.