



Board of Commissioners

Dag Grada
Brian Tobin
Gail A. Kremenec
David Castro
Doug Eaton

1403 Sycamore Road • DeKalb, IL 60115 • (815) 758-6663 • dekalbparkdistrict.com

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
August 22, 2024
Hopkins Community Center, DeKalb, IL

Public Meeting
6:00 p.m.

1.0 Meeting Call to Order:

President Dag Grada called the meeting to order at 6:00 p.m.

Roll Call

Board members present: President Dag Grada, Vice-President Brian Tobin, Secretary Gail A. Kremenec, Treasurer David Castro, and Commissioner Doug Eaton.

Board members absent: None.

Staff Members Present: Executive Director Paul Zepezauer, Superintendent of Recreation Chrissy Tluczek, Accounting & Administrative Assistant Jennifer Anderson, Mary Frost (Lauterbach and Amen), Mike Siefken, and Dave Kesson.

2.0 Amendments/Approval of the Agenda

2.1 Amendments

None.

2.2 Approval of the Agenda

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

3.0 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.

3.1 Minutes of the Public Meeting of July 25, 2024

3.2 Executive Session Minutes of July 25, 2024

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

4.0 Public Comments

None.

5.0 Old Business

5.1 Hopkins Pool Replacement Project Update

Director Zepezauer informed the Board that demolition plans have been completed and shared with IHC, who will share with contractors and start the bidding process. Larson and Darby has submitted the demolition permit application to the City. Everything on demolition is progressing. The next milestone is permit receipt, and then bid receipts for approval at the September meeting. For the new construction portion of the project, he and the Superintendent of Recreation have a meeting scheduled to review the drawing from last week for how the facility would be staffed and the traffic flow. It will also be reviewed internally with staff and the construction manager. The goal is to make sure the design is efficient as possible, determining whether there are options to combine buildings to reduce the cost as much as possible before going out to bid. They need to determine which alternates can be built into the project. He hopes to bring the final plan to the Board for approval at the September meeting in order to move into the construction drawing phase. Commissioner Tobin asked if the information would be available to the Board and also posted online for the public ahead before the September meeting, to which Director Zepezauer said it could be if that was what the Board wanted. Commissioner Krmenech said absolutely, she wanted enough time to review it before a vote. Commissioner Tobin said we should make it available to the public beforehand to encourage comments. Commissioner Castro asked if it would be available to the Board and the public about two weeks before the meeting. Director Zepezauer said he hoped so based on the schedule; it would get posted online after the Board reviews it. Director Zepezauer said he will follow up with each board member first and then post it.

6.0 New Business

6.1 Presentation of the Annual Comprehensive Financial Report for the Fiscal Year Ending February 29, 2024

Brian LeFevre of accounting firm Sikich presented the Annual Comprehensive Financial Report to the Board.

6.2 Action to Accept the Annual Comprehensive Financial Report (ACFR)

Commissioner Tobin made a motion to accept the Annual Comprehensive Financial Report for the fiscal year ending February 29, 2024, seconded by Commissioner Castro.

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

6.3 Action on Resolution 24-03: Funds Transfer from Recreation Fund to Hopkins Pool Fund

Commissioner Tobin made a motion to approve Resolution 24-03 to permanently transfer \$5,671 from the Recreation Fund to the Aquatics Fund, seconded by Commissioner Castro.

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

6.4 Action on Alcohol Permit for the Ellwood House Association's Wine on the Terrace Event

Commissioner Tobin made a motion to approve the Alcohol Permit for Wine on the Terrace, pending the securement of a City of DeKalb Alcohol Permit, seconded by Commissioner Castro.

Commissioner Castro asked if the Ellwood House or Hy-Vee requests the license. Ellwood House Executive Director Izabela Pieniadz indicated it would be Hy-Vee. Commissioner Tobin asked if there were any plans to trim bushes at the front mansion steps. Some Music at the Mansion attendees have said that unless they sit right in front they can't see.

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

6.5 Action on Hopkins Parking Lot Civil Engineer

Commissioner Tobin made a motion to approve the proposal from Civil Engineering Services in the amount of \$15,500 for engineering services for the renovation of the Hopkins Community Center parking lots, seconded by Commissioner Castro.

Commissioner Castro asked whether this was just for the engineering. Director Zepezauer indicated this does not include any work, just preparation of the bid documents and the final parking lot design. Commissioner Eaton said he is happy to see this on the agenda because both lots really need work.

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

6.6 Action on Joint Review Board Representative for TIF #4 Vote

Commissioner Tobin made a motion to select President Dag Grada and Executive Director Paul Zepezauer as the District's representatives at the Joint Review

Board Meeting and give each the authority to cast the District's vote, seconded by Commissioner Castro.

Commissioner Krmeneč said the TIF District approval needs to come before the Board for a formal vote so the District's representatives have clear direction on what the Board wants. The vote should be official. Second, in reading through the materials, there is a letter missing. Materials indicate the engineer would provide a letter, but it's not in the packet. There is also reference to up to 9 properties that might potentially be demolished or have other action taken, she wasn't clear, but there is no indication of which 9 properties are affected. She thought it important to know which 9. Commissioner Tobin guessed that they were part of the old Protanos, since that had been discussed in the past. Commissioner Krmeneč also thought it may be those properties, but said she still wanted to see it in writing. Commissioner Tobin asked whether we know why they highlighted our building as part of the TIF district but not any other parts of the property. Director Zepezauer wasn't sure; it may have been for a favorable vote. Commissioner Tobin wondered about the impact if we desired to do anything to the District's property south of that. Director Zepezauer said it would only be for the building. It would be controversial to apply for TIF funds when you're not a property tax payer. Commissioner Tobin asked for clarification on that point, since TIF funds have been used in the past for fiber throughout town for the school district. Director Zepezauer cautioned against application for funds unless you know exactly what it entails. He indicated that Bill Nicklas had offered to come to one of our meetings if desired. Commissioner Eaton said if the meeting up is moved up, we should have a special meeting to ensure we can vote. Commissioner Krmeneč said there are short term implications for us in terms of funding as well as longer term. Commissioner Castro asked how long the TIF lasts. Director Zepezauer and Commissioner Krmeneč both responded that it was for 23 years.

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

6.7 Action on District-Wide Fixed Energy Rate

Commissioner Eaton made a motion to approve a 19-month contract with the lowest price per kWh which includes Illinois Prompt Payment Act billing terms, seconded by Commissioner Krmeneč.

Commissioner Tobin asked if the \$0.00277 rate was what the broker was recommending or more than what he told the Director today or yesterday. Director Zepezauer said it went from 7.3 cents down to 7.2 cents, a small savings, so down a bit.

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

6.8 Action to Approve League of Women Voters OSLAD Project

Commissioner Eaton made a motion to approve the League of Women Voters Park Master Plan, seconded by Commissioner Tobin.

Commissioner Krmeneč asked if we know for a fact that we would receive the full match. Director Zepezauer said you know when the projects are awarded. You can turn it down, and you could possibly be awarded a lesser amount. Commissioner Krmeneč stated that this is a lot of money for a neighborhood park. We have 26 neighborhood parks in the District. She said she's looked at this and debated approval, reviewing what we had allocated for this park. We passed a budget for FY25 that included \$113,650 for paving. For upcoming FY26, there is \$116,966 for playground equipment, for a total of \$230,616. In the plan there's a \$100,000+ increase on paving, and almost triple the amount for just the playground. That doesn't include all the other things in the plan, like the fitness and gaming areas, and suspects half of these never get used. When looking at the money allocated for this park, and hopefully we would be awarded the full \$600,000 grant, if we are not awarded the full OSLAD amount, and if we are even awarded less than the full amount, then we, as stewards of taxpayer's money, need to revisit the upgrades to this park. We have 25 other neighborhood parks to consider. This all hinges on the OSLAD grant. Even if we were to get half, it's still an over improvement for this park for what we had allocated. She reiterated it's a neighborhood park, not a community park. We have 4 community parks and 26 neighborhood parks. She would support this, with the idea that if we don't get OSLAD grant in full or enough to cover the initial monies, we come back and revisit this, especially when we are trying to finance the pool. Commissioner Eaton agreed. He said he would like to see OSLAD in full amount to consider the park improvements. Commissioner Grada also concurred, saying should we not receive full amount, we should revisit the park plans and look at how to better spend funds.

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

6.9 Action on Resolution 24-04: OSLAD

Commissioner Tobin made a motion to approve the OSLAD Resolution and Application Certifications, seconded by Commissioner Castro.

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

6.10 Items Over \$10,000

a. Triplex Mower

Commissioner Tobin made a motion to approve the purchase of a John Deere triplex mower for Buena Vista Golf Course, seconded by Commissioner Castro.

Commissioner Tobin asked if this was one of the mowers on backorder. Golf Maintenance Superintendent Mike Siefken said it was. We signed a letter so that when it did come in, we would be able to get it.

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

7.0 Financial Reports

Commissioner Tobin made a motion to accept the monthly financial reports presented in August 2024, seconded by Commissioner Castro.

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

7.1 Monthly Paid Bills Listing

7.2 Monthly Financial Summary

7.3 IT Summary

7.1 Board & Staff Travel Expense Summary

7.2 FOIA Report

8.0 Open Comments from Commissioners and Director

8.1 Board

Commissioner Krmeneč reminded the Board that we need have our local government committee meetings, with 3 meetings to be held by November. We need to appoint another committee member. Director Zepezauer said he did have an update on the committee during his upcoming comments on the agenda. Ms. Krmeneč added that the Director is doing a good job with so much to learn so quickly; it's appreciated. Commissioner Castro added that the Director already knows more than he does, and thanked him.

8.2 Director

Regarding the Local Government Efficiency Committee, Director Zepezauer said he spoke with IAPD on how to handle the resolution that the Board passed last year to form the committee. Because there was a Director change, a Board member change, and a resident on the committee that has since been elevated to a Board member, he wanted to ensure we proceed correctly. At the next board meeting, we need to appoint the next resident to take now-Commissioner Eaton's spot, which would be added to the meeting minutes to create a record. He himself will take the

former executive director's spot. No new resolution is needed, just a record of the changes included in the meeting minutes. We do have a person in mind. On the first meeting date, the members will also be noted in the minutes. Mr. Zepezauer suggested several potential first meeting dates, and after discussion, Thursday, October 3 at 6:00 p.m. was established. Mr. Zepezauer said that he is finally feeling a little settled in the office and is now trying to get out more to see the parks, facilities, and golf courses. He played River Heights for the first time with some of the staff to see the course from a customer standpoint. He will try to do that more often. Next Monday the group will play Buena Vista. It is nice to see things from the customer standpoint and thinks it's important that he, the staff, and the Board do that from time to time to see things from a different perspective. He thanked the Board for the meetings last week and all the information provided to him and the staff for support. It is much appreciated. He looks forward to advancing projects. It's a great group of staff and a good Board and that's what it takes to make government function the way it should. Thank you.

9.0 Closed Session (Not Anticipated)

Not held.

10.0 Reconvene Open Meeting (Not Anticipated)

Not needed.

11.0 Adjourn Public Meeting

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

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

Meeting adjourned at 6:46 p.m.

Dag Grada, President

Gail A. Krmeneč, Secretary