

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
March 28, 2024
Hopkins Community Center, DeKalb, IL

Public Meeting
6:00 p.m.

I. Meeting Call to Order:

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

Roll Call

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

Board members absent: President Patrick Fagan.

Staff Members Present: Executive Director John Shea, Superintendent of Parks & Development Mat Emken, Superintendent of Recreation Chrissy Tluczek, Accounting & Administrative Assistant Jennifer Anderson, Wes Levy and Mary Frost (Lauterbach and Amen), Dave Kessen, Katie Drum, Kevin Hager, Mike Siefken, Cindy Slinkard, and Austin Sands.

II. Action on the Agenda

Commissioner Tobin made a motion to approve the agenda, seconded by Commissioner Castro. Motion carried by roll call vote. Aye: Krmenech, Castro, Tobin, and Grada. Nay: None. Absent: Fagan. (4-0-1)

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 February 22, 2024
- b. Minutes of the Special Meeting of March 6, 2024
- c. Minutes of the Special Meeting of March 20, 2024

Commissioner Krmenech made a motion to amend the published consent agenda to add the Executive Session Minutes of March 6, 2024 and the Executive Session Minutes of March 20, 2024 and approve the amended agenda, seconded by Commissioner Castro. Motion carried by roll call vote. Aye: Krmenech, Castro, Tobin and Grada. Nay: None. Absent: Fagan. (4-0-1)

IV. Public Comments

None.

V. Old Business

a. Discussion on Hopkins Pool Replacement Project Update

Director Shea and Jim Leppert of IHC updated the board regarding the first round of estimates for the project, and indicated, as is typical, the initial estimates are over budget. The team has identified areas within the project scope that can be reduced without sacrificing programming, serviceability, or functionality to adhere to the budget. A series of renderings of proposed changes were shared. The shape of the baby pool was changed, but it remains the same size, the entryways were changed, and the amount of concrete, which is one of the most expensive costs, was reduced overall. Director Shea indicated the proposed changes would be made available on the District's website. The pool is still a 50-meter pool, there are still two slides: one into the pool and one a runoff slide. Greenery has been added to reduce the amount of concrete, and the sundeck is now on the same level as the pool, which also reduces concrete. The reduction in concrete not only saves cost, but minimized the drainage required. The revised project is a bit more inviting, rather than just a mass of concrete. Storage has not been reduced. There will be shade structures, especially in the baby pool area. There were very minor changes to the locker rooms, which are dictated by code. The parking lot configuration, as originally designed to accommodate the fast pass lane, has now reverted to retention of the current parking spaces for cost reduction.

Director Shea indicated that we are not yet ready to submit permitting to the IPDH (Illinois Dept. of Public Health) because of the changes. The plan set must be correct before submission. Both Director Shea and Mr. Leppert are still reviewing prices, with input from District staff, to make sure the project happens. Director Shea was confident the budget would be in line with previous discussions: bonding at \$8.5 to \$9M. Mr. Leppert indicated another item under review is the overall pool itself. He said a new pool vessel instead of the Myrtha overlay should also reduce costs. Initial indications are that removing and replacing the existing concrete pool structure will be more cost-effective than using the Myrtha liner system. All the costs are not yet done, but the potential savings are another half million dollars. Mr. Leppert said the next step for them is to reprice once they receive more details from the civil engineer. He expected to return at the April meeting with the final scope and the budget. Director Shea said the RFP for bond counsel is out and he anticipated that it will also be presented at the April meeting. There will tentatively be a BINA hearing in May, with funds received in August. There is funding in reserve to utilize before bond money comes in to continue with the project. Because the project is slightly behind the original schedule, Director Shea shared that it would cost about \$30,000 to get the pool up and running this year to just open it for a short time. It would also be tough to find staff if we weren't sure if we were

really going to be open. He would recommend the board to move forward with the project and let the public know the pool would be closed. Demolition may begin at the end of June rather than the beginning, as originally planned, and the target opening date would remain the same for summer 2025. He requested the board members' input on closing for 2024.

Commissioner Grada asked if the idea of changing from the Myrtha liner to a concrete pool was prompted by some discovery, such as a structural issue. Mr. Leppert said it was the result of the final pricing from Myrtha as well as the installation contractors' pricing. He determined it was more cost effective to just build a new pool. Director Shea said it was originally estimated that the Myrtha liner would be cheaper, which is why it was initially considered, but now building a new concrete pool is more cost effective. It will also last longer than the Myrtha liner. Commissioner Grada also inquired about the green space around the pool, asking Mr. Emken if he felt good about the greenery, especially the turf area traffic. Mr. Emken said it is still a separate area. Director Shea said that was taken into consideration, with the possibility of adding an additional gate.

Mr. Leppert added that the raised deck posed several costly budget challenges, including a new ramp to meet code, which is considerable in height and length, and subsequent modifications to the perimeter walls holding it up, because the dive well infrastructure was eliminated. We were looking for the smartest way to maintain use as economically as possible. Turf is better for drainage rather than concrete because of the requirements for trench drains. Commissioner Grada was concerned about dirt ending up in the pool from the greenery around the children's pool. Mr. Leppert said it is good to think about; plans will evolve. The idea is to make the pool different than before, and inviting. Commissioner Krmenek said she loved the design and loves the incorporation of the green scaping. She suggested that metal grates could be installed around the landscaping to prevent kids playing in the dirt. She didn't feel this plan compromises the pool and recommends that the District proceed. It is now or never for this pool. The last pool referenda have failed, and another one will never pass. It's time to make the pool renovation happen.

Commissioner Castro inquired how much over budget the plan was, to which Mr. Leppert indicated \$3 million. Commissioner Castro then asked if this new plan impacted the kiddie pool capacity, which Director Shea said it remained the same. Mr. Castro further inquired about the timeline delay. Mr. Leppert indicated it is more than a month, but once the cost is determined and it is settled on where we go from there, we can establish the milestones to submit renderings to IDPH. Demolition can begin in later June because IDPH approval is not needed for demo, just anything newly built, although a City permit is required. Commissioner Castro said, since this is such a big project for the city and the park district specifically, he wants this done. He was concerned about

cutting the Myrtha liner, and what we would have at the end. He said Myrtha has brought this technology to a really high level, it is expensive, and it makes a difference. Director Shea responded that everyone wants the pool done correctly. Myrtha technology works, but a brand-new concrete pool would be better. A Myrtha liner will need to be replaced in 10 years or so. We're not looking at the Myrtha technology itself, but the pool drainage. Mr. Leppert explained how much concrete sawing and removal would be required just to fit a new Myrtha liner into the existing shell. All that demo adds to the overall cost. In his opinion it would be better to provide brand new concrete pool, which will still require painting, but the vessel will last for a long time. This is in the best interest of park district, but it will also fit in your budget.

The consensus of the Board was to move ahead and close the pool for the summer.

VI. New Business

a. Discussion on Community Outreach Coordinator Update for FY25

Commissioner Grada thought the position was a positive, requiring a specialized skill set; we just missed the first time. Commissioner Krmenek asked whether the part-time position was sufficient for District needs. She further inquired whether consideration was sponsorships to support kids programs, recreational programming, and golf, or also looking toward a capital campaign for the pool. The District is still in the process of forming a 501(c) 3 charitable foundation. Marketing Manager Katie Drum responded that ideally it would be wonderful to have a full-time position. With the development of the foundation, it is typical for this person to be a liaison between the District and the foundation. Some districts have overlap between their foundation and their park district, which helps to make sure the foundation board is in alignment with the park board. There is potential for this role to grow, especially with the addition of a foundation. Commissioner Krmenek said she thought it important to hire a professional and go-getter. Someone getting out in the community, and not just in DeKalb, but to those companies that do business in DeKalb. She had high expectations for this position. Director Shea said we have high hopes, and it must be the right candidate. The District is growing in terms of programming and golf, all assets are key to the future of this park district. Ms. Drum added that she plans to do more sales training and coaching with this individual. Commissioner Krmenek said that the District also needs to look at whether a part-time position isn't making it because no one wants to work it part-time; then the position should be reviewed. Commissioner Grada asked if other districts have part- or full-time staff in this capacity. Director Shea said he has seen it both ways. Commissioner Tobin asked whether there was any thought towards putting in markers, with little bonuses, to encourage sales. Ms. Drum responded not monetary bonuses, but benchmarks at quarters in the year. Director Shea said the goal is to bring in enough money to pay for the position salary and more.

b. Discussion on Approval of the Golf and Rental Facility Operations Assistant Full-Time Position

Commissioner Grada mentioned the Golf Advisory Committee noted there was underinvestment in golf programs. He saw the proposal enabling staff to continue the progress already made. Commissioner Krmeneč said she supports the position. Director Shea said the next steps would be to approve the job description and the position and salary grades policy at next month's board meeting, then post for 30 days, and hire by June.

c. Discussion on Administrative Policy 300.13: Athletic Facility Rental Policies

Commissioner Grada asked whether there were specific rates that would be reviewed. Superintendent Tluczek responded yes, but rental applications and rates should not be included in policy. These should be brought to the Board annually for review. This policy serves as a foundation. Commissioner Krmeneč said it is great we are addressing the policy. Commissioner Castro asked for clarification how it would work if there were 16 friends that just wanted to play pickleball. Ms. Tluczek replied that both Welsh and Hopkins pickleball courts do not have rental agreements. The policy addresses who would need to register as an organized group. Any organized gathering over 10 people would need to be permitted. It gives us a foundation to know who is in the parks, and we can choose who to charge and when, and we have policy in place.

d. Discussion on Administrative Policy 300.21: Recreation Athletic Affiliate Organization Qualifications

Commissioner Castro asked for an example of an affiliate organization, to which Ms. Tluczek answered AYSO soccer.

e. Discussion on 2024-2025 Memorandum of Understanding with AYSO

Commissioner Tobin asked whether there were any other groups with whom the District has an MOU. Ms. Tluczek responded that AYSO is currently the only one.

f. Discussion on League of Women Voters Park Master Planning and OSLAD Grant Application

Commissioner Castro asked what makes DeKalb a distressed community. Director Shea said it is determined by IDNR. Commissioner Grada added there is a website map that shows the areas. He understood that paving would take place this year at Boardman instead of the League of Women Voters Park, which Mr. Emken confirmed. There is only a 12 linear feet difference in the trails, so there will be little impact on the budget. Director Shea said Mr. Emken is reviewing the capital budget to save \$22,000 elsewhere. Commissioner Castro asked how this park got the name. Commissioner Krmeneč said the League of Women Voters pushed to establish the DeKalb Park District. Prior to that, there were four parks run by the City of DeKalb, and the Women's League decided there should be an independent DeKalb Park District that managed its own

finances.

g. **Action on Ordinance No. 24-03: An Ordinance Annexing Certain Territory to the DeKalb Park District (DeKalb First United Methodist Church)**

Commissioner Krmeneč made a motion to approve and adopt Ordinance No. 24-03: An Ordinance Annexing Certain Territory to the DeKalb Park District, seconded by Commissioner Castro.

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

h. **Action on Ordinance No. 24-04: An Ordinance Annexing Certain Territory to the DeKalb Park District (2616 Barber Greene Road, DeKalb, Illinois)**

Commissioner Tobin made a motion to approve and adopt Ordinance No. 24-04: An Ordinance Annexing Certain Territory to the DeKalb Park District, seconded by Commissioner Castro.

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

i. **Action on Ordinance No. 24-05: An Ordinance Annexing Certain Territory to the DeKalb Park District (Northwest Corner of Peace Roach and Gurler Road)**

Commissioner Tobin made a motion to approve and adopt Ordinance No. 24-05: An Ordinance Annexing Certain Territory to the DeKalb Park District, seconded by Commissioner Castro.

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

j. **Action on Ordinance No. 24-06: An Ordinance Annexing Certain Territory to the DeKalb Park District (Afton Road Right of Way from East Gurler Road to Keslinger Road)**

Commissioner Tobin made a motion to approve and adopt Ordinance No. 24-06: An Ordinance Annexing Certain Territory to the DeKalb Park District, seconded by Commissioner Castro.

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

k. **Action on Ordinance No. 24-07: An Ordinance Annexing Certain Territory to the DeKalb Park District (Northeast Corner of Peace Road and East Gurler Road)**

Commissioner Tobin made a motion to approve and adopt Ordinance No. 24-07: An Ordinance Annexing Certain Territory to the DeKalb Park District, seconded by Commissioner Castro.

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

l. Action on Ordinance No. 24-08: An Ordinance Annexing Certain Territory to the DeKalb Park District (830 W. Fairview Drive, DeKalb, Illinois Kishwaukee Water Reclamation District)

Commissioner Tobin made a motion to approve and adopt Ordinance No. 24-08: An Ordinance Annexing Certain Territory to the DeKalb Park District, seconded by Commissioner Castro.

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

m. Action on Revised Master Service Agreement (MSA) and Statement of Work (SOW) with Sikich, LLP of Naperville, IL to complete the fiscal year 2024 audit

Commissioner Tobin made a motion to approve the SOW & new MSA with Sikich LLP, of Naperville, IL, at a fee not to exceed \$25,360, to conduct the Fiscal Year 2024 Audit, seconded by Commissioner Castro.

Commissioner Grada asked for clarification that this is the same service, but the structure behind it is changing, which Mr. Levy of Lauterbach and Amen confirmed. Commissioner Castro asked what motivated the restructure. Mr. Levy said Sikich has acquired many firms over the last ten years and he believes this is a way to differentiate the various groups and services under the same umbrella. Commissioner Krmeneč asked if the District would be assuming any risk with the consent clause that they can use subsidiaries, affiliates and offshore. Mr. Levy responded that he doesn't believe the affiliates and subsidiaries are an issue. Many accounting companies are utilizing resources outside of the United States. They are not stating they are actually doing this with the District work. Commissioner Grada said he is not sure how he feels, but they are a solid firm. Mr. Levy said the District has controls in place with positive pay with the bank, by which the District approves payments. Commissioner Castro asked if Sikich is registered in U.S., which Mr. Levy confirmed. Mr. Castro further confirmed that for affiliates and subsidiaries located outside the U.S., the liability is still with the U.S. registered company.

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

n. Action on RKM Fireworks Contract for the 2024 DeKalb Fourth of July Celebration

Commissioner Tobin made a motion to approve the 2024 RKM Fireworks Company contract for the 4th of July fireworks, seconded by Commissioner

Castro.

Commissioner Grada mentioned that at one point the cost was split 50/50 with the City and inquired whether that agreement was still in place. Director Shea said he, President Fagan, Mayor Barnes, and City Manager Bill Nicklas verbally discussed a split. The City agreed to still contribute the former \$7,000 amount as a minimum, but may contribute the full half of \$11,000.

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

o. Action on City of DeKalb Outdoor Special Event Permit for 2024 Music at the Mansion

Commissioner Tobin made a motion to approve staff to apply and obtain a City of DeKalb Outdoor Special Event Permit for the alcohol sales during the 2024 Music at the Mansion Concert Series, seconded by Commissioner Castro.

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

p. Items Over \$10,000

i. Action to Approve the Purchase of (1) Dakota Peat 410 Top Dresser

Commissioner Kremenec made a motion to approve the purchase of a new Dakota Peat top dresser from Revels Turf & Tractor for \$23,381.64, seconded by Commissioner Tobin.

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

ii. Action to Approve the Purchase of (1) Triplex Greens Mower

Commissioner Tobin made a motion to approve the purchase of a new John Deere Triplex Mower from Revels Turf & Tractor for \$53,623.72 through Sourcewell Contract #031121-DAC, seconded by Commissioner Castro.

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

iii. Action to Approve the Purchase of (1) Toro 3500-D Sidewinder

Commissioner Tobin made a motion to approve the purchase of a new Toro 3500-D Sidewinder utilizing the Sourcewell Contract 031121-TTC from Reinders, Inc. in the amount of \$42,180.00, seconded by Commissioner Castro.

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

- iv. Action to Approve the Purchase of two (2) Exmark, Zero-Turn Mowers**
Commissioner Tobin made a motion to approve the quotes from Johnson Tractor in the amount of \$44,858.00 for the purchase of one (1) Exmark Rear Discharge Zero-Turn Mower and one (1) Exmark Side Discharge Zero-Turn Mower through Omnia Contract #20469, seconded by Commissioner Castro.

Commissioner Grada asked if this was the standard replacement, to which Superintendent Emken responded yes. Commissioner Castro asked how many the District currently has, to which Mr. Emken responded six.

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

VII. Financial Reports

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

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

- 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 Tobin said everything is going well. His wife and friends appreciated Welsh Park being open for pickleball. They are looking forward to the Hopkins Park courts opening. Commissioners Krmeneć, Castro, and Grada had no comments. Director Shea thanked the board for everything and a long meeting, accomplishing a lot. He thanked the staff for their attendance. A lot of work has been completed in the first 28 days of the fiscal year. He wished everyone a great holiday weekend.

IX. Closed Session

The Board will enter a Closed Session to discuss:

- a. **Personnel- 5 ILCS 120/2(c)(1)**
- b. **Collective negotiation matters between the public body and its employee or their representatives-- 5 ILCS 120/2(c)(2)**

- c. Commissioner Tobin made a motion to go into closed session under Section 2(c)(1) of the Open Meeting Act and Collective negotiation matters between the public body and its employee or their representatives-- 5 ILCS 120/2(c)(2), seconded by Commissioner Castro.

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

X. Reconvene Open Meeting

Commissioner Tobin made a motion to return to open session at 8:21 p.m. Commissioner Castro seconded the motion. Motion carried by voice vote.

XI. Adjourn Public Meeting

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

Meeting adjourned at 8:22 p.m.