

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
May 28, 2020

Public Meeting
6:00 p.m.
Meeting Held Via Zoom

I. Meeting Call to Order:

President Phil Young called the meeting to order at 6:01 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, Superintendent of Golf Steve Moore, Accounting & Administrative Assistant Jennifer Anderson, Wendy Hayes, Cindy Slinkard.

II. Action on the Agenda

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

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. Public Hearing of March 4, 2020
- b. Public Meeting of March 4, 2020
- c. Public Meeting of March 19, 2020

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

IV. Public Comments

Brian Tobin sent an email thanking the district for cancelling summer athletics.

V. Old Business

VI. New Business

a. Discussion of Easement for KWRD at Veterans Park

Mark Eddington with Kishwaukee Water Reclamation District presented a request for an easement at Veteran's Park for installation of a sanitary line to serve the

development on the south side of Hwy 23. He stated there would be no digging or physical touching of the Park District property.

b. Discussion of Welsh Park Construction Plan

Michelle Kelly with Upland Design presented photos of what the newly renovated Welsh Park will look like. Commissioner Holliday asked why the splash pad was not bigger. Ms. Kelly said that expanding it was possible.

President Young asked if the colored asphalt cost more, if there was there more maintenance to it, and if it was slippery. Ms. Kelly confirmed that the color scuffs a little bit more, it does cost more to renovate, and that the colored asphalt has more grit.

Commissioner Grada inquired about the size of the rain garden and if it was functional for infiltration or more of a show piece. Ms. Kelly said it was about the same size as the splash pad and functionally was a combination between the two.

c. Discussion of Proposal for a Toddler Garden at Welsh Park

Amanda Christensen, Regional Office of Education, presented a potential partnership with the Park District to install and maintain a toddler garden at Welsh Park.

Commissioner Krmenek liked the idea of having more people in the park with scheduled activities. She had some concerns with the location and usability of the spigot as well as general liability. Executive Director Doll stated anyone using the area would need a certificate of insurance.

Commissioner Holiday had concerns if the volunteers stopped showing up who would take care of the area. Ms. Christensen said that they partner with the Master Gardeners program to get more volunteers.

Commissioner Grada was curious about the location and had some concerns that young children would transport the dirt or sand over to the splash pad and clogging it up. Ms. Christensen said they would address those concerns in their plans.

President Young suggested the spigot could be secured to the shelter, away from that area all together. He questioned how the materials would be set and kept in place. Executive Director Doll said that Ms. Christensen and Ms. Kelly from Upland Design would be in communication about the best practices.

d. Discussion of Financial Software

Superintendent Collins presented the need for new accounting software and that there are currently two viable options. Staff attended lengthy webinars and demos of the software. Both are incredibly strong options with capabilities far beyond what we have now.

Commissioner Eaton asked if there was web access for both software options. Ms. Collins said Tyler's Incode did include that.

Commissioner Krmenech recommended that other staff be included in the evaluations as well.

e. Discussion of Summer 2020 Programs, Events, and Facility Plan

Superintendent Bruggeman stated Park District staff are on track to start day camp June 1. Phase 3 does not allow for opening dog park, skate park, or Music at the Mansion, which are postponed until at least June 30th. In Phase 4, staff are hoping to start softball and baseball for a fall season. No guidance on pool openings have been issued for Phase 3. Once requirements are presented, staff will consider if opening the pool at Phase 4 is feasible. The July 4th fireworks will be postponed and may be utilized for a fall event.

Commissioner Krmenech proposed that the Park District offer alternative programs than what we normally offer, such as building bird houses or nature walks.

f. Action on Proposal from Midwest Mechanical for Sports & Recreation Center HVAC Project

Commissioner Grada made a motion to authorize staff to enter into a contract with Midwest Mechanical for the replacement of the HVAC systems at the Sports and Recreation Center in the amount of \$340,230.00, seconded by Commissioner Eaton.

Commissioner Holiday asked why the District had not solicited bids. Mr. Emken said that this proposal was being presented as an inclusive design and build option rather than engineers developing bid documents and then the District bidding the project. Commissioner Holiday said it seems like one company is giving us a number and that is what we are going with. Commissioner Krmenech agreed. She asked if the attorney has reviewed and approved the contract on the terms and conditions. Director Doll said they have not. President Young advised that we table the discussion until next month.

Commissioner Grada noted that he would abstain on the final vote since he works for a competitor. He asked if it was possible to put out to bid inclusive of the

engineering. Director Doll said staff could put out RFP and if the engineering was included.

Commissioner Grada made a motion to table this motion, seconded by Commissioner Eaton.

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

g. Discussion of Golf Rates

Superintendent Moore stated that currently, golf green fees that are approved by the board are static. With dynamic pricing, the value fluctuates until the expiration date. Rack rate prices will be higher, but the dynamic price model will lower the prices to incorporate real time demand.

Commissioner Holliday said he did not agree with it, and this was no time to be raising our rates. Mr. Moore stated that the District will have the ability to put a ceiling and a floor so the rate will be based on demand.

Commissioner Krmeneč agrees with dynamic pricing. One recommendation out of golf committee was that we try to sell the tee times. As you get closer to tee time, the rate drops, which is exactly what was discussed in the golf advisory committee for maximizing rates and the tee times. She also asked what the District is doing with the season pass rates for this year. Mr. Moore and Director Doll responded that after researching other courses in the area, staff have decided not to offer a discount based on the closure mandated by the governor.

President Young inquired if there would be any analytics to measure the success of the dynamic pricing.

h. Action on Contract for Ellwood House Roof Project

Commissioner Grada made a motion to Approve the base bid and alternate 1 of J&F Chiattello Construction for the replacement of the flat roofs on the Ellwood Mansion in the amount of \$130,314.00, seconded by Commissioner Eaton.

Commissioner Krmeneč was concerned that the Park District is taking a short cut by eliminating the terrace roof's old roof removal in the change order.

Motion carried by roll call vote. Aye: Eaton, Krmeneč, Holliday, Young. Nay: None. Absent: None. Abstain: Grada. (4-0-0-1)

i. Action on Change Order for Ellwood House Roof Project

Commissioner Eaton made a motion to approve the value engineering change order proposal for the Ellwood Mansion Roof Project, seconded by Commissioner Krmeneč.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. Abstain: Grada. (4-0-0-1)

j. Action on Haish Gym ADA Project Bids

Commissioner Grada made a motion to authorize staff to enter into a contract with Elliott and Wood for exterior ADA improvements at Haish Gym in the amount of \$145,026.55, seconded by Commissioner Eaton.

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

k. Action on Items over \$10,000

i. Mowers

Commissioner Eaton made a motion to approve quote from Johnson Tractor in the amount of \$31,900.00 for the purchase of two Exmark zero-turn mowers through the Sourcewell joint purchasing program, seconded by Commissioner Krmeneč.

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

ii. Beverage Cart

Commissioner Eaton made a motion to authorize the purchase of a Yamaha beverage cart and insert from Harris Golf Cars in the amount of \$11,144.00, seconded by Commissioner Krmeneč.

Commissioner Krmeneč asked how long this would take before delivery. Mr. Moore said he would have to double check on that.

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

VII. Financial Reports

a. Action on Invoices for Payment

Commissioner Eaton made a motion to approve paid invoices from March, April, and May in the amount of \$370,476.71, seconded by Commissioner Krmeneč.

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

- b. Monthly Financial Summary**
- c. IT Summary**
- d. Board & Staff Travel Expense Summary**
- e. FOIA Report**
- f. Budget/Actual Report**

VIII. Strategic Plan Update Report

IX. Adjourn Public Meeting

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

Meeting adjourned at 7:58 p.m.