

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
August 25, 2022
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, Treasurer Joel French and Commissioner Phil Young.

Staff Members Present: Executive Director John Shea, Superintendent of Recreation Andrea Juricic, Accounting & Administrative Assistant Jennifer Anderson, Mike Siefken, Dave Kessen.

II. Action on the Agenda

Commissioner Young made a motion to approve the agenda, seconded by Commissioner French. Motion carried by roll call vote. Aye: Young, French and Fagan. Nay: None. Absent: Krmenek and Grada. (3-0-2)

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 July 28, 2022

Commissioner French made a motion to approve the agenda, seconded by Commissioner Young. Motion carried by roll call vote. Aye: French, Young and Fagan. Nay: None. Absent: Krmenek and Grada. (3-0-2)

IV. Public Comments

V. Old Business

a. Discussion on DeKalb Community Pool Advisory Committee Update

b. Discussion on Hopkins Playground Replacement with Upland Design Update

President Fagan asked about how much money could the District be awarded? Executive Director Shea stated \$400,000. Upland Designs previous assisted with the Welsh OSLAD grant. President Fagan added the District may have to wait to begin the project until the Fall of 2023 but it is worth it if we can receive almost \$500,000 for the project. Commissioner Young asked if the OSLAD grant was a

matching grant. If we were awarded \$400,000, would the District be required to also fund \$400,000 and asked what the total price of the project would be. Executive Director Shea said the project numbers haven't been finalized yet, but both concepts were right around \$850,000 and stated OSLAD funding is a matching grant. Commissioner Young asked if we would have to add any design or elements outside of the playground for the OSLAD grant. Executive Director Shea said speaking with Upland with the inclusion of all ADA elements, including the pour in play surface would meet OSLAD requirements. Commissioner French said it sounds good and agreed it is definitely worth it.

VI. New Business

a. Discussion on 2022 Paving Repairs

Director Shea stated the Park District did not receive any bids of the Paving Repairs. Staff will modify the bid documents and will re-release the bid documents next week and for approval the at the September Board Meeting.

b. Discussion on River Heights Duplex and Maintenance Roof

Mike Siefken stated, we are still inquiring to receive two additional quotes which includes prevailing wage and maintenance roof as an alternate. This will be brought back at the September meeting. President Fagan asked if we ask for prevailing wage on our bid specs. Mike Siefken said he tells them over the phone, but we don't have anything in writing. Executive Director Shea added that this project is budgeted at \$25,000 so if it is under this amount, you don't need to go to follow the formal bid process and why we are obtaining three quotes. President Fagan mentioned that his concern is that Sombreros number is already out there since they submitted a correct quote so now the other two we receive will have already seen their number. Mike Siefken said the two companies who submitted quotes prior are unable to provide prevailing wage and would not resubmit a quote for the work.

c. Action on Alcohol Permit for the Ellwood House Association's Wine on the Terrace

Commissioner Young 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 French.

Motion carried by roll call vote. Aye: French, Young, and Fagan. Nay: None. Absent: Krmenek and Grada. (3-0-2)

d. Action on Lauterbach and Amen Superintendent of Finance Scope of Services

Commissioner French made a motion to approve the one (1) year contract with Lauterbach & Amen, LLP, of Naperville, IL, for the Park District's

Superintendent of Finance position, beginning September 1, 2022, and concluding August 31, 2023., seconded by Commissioner Young.

Director Shea mentioned that with this contract, we don't just get one person, Mike, but also get Krista and Mary. While it may not be him in the office 2 or 3 days a week, we would have access to all. Wes from Lauterbach and Amen mentioned that Lauterbach and Amen provided just short of 1800 hours towards the DeKalb Park District. As Director Shea mentioned, we want to get another person involved with processing, data entry type of work. About six months ago, Mike went down to 2 days a week. Moving forward, there would be a mix of time and access with Mike being here less frequently, the monthly fee can remain the same. Executive Director Shea mentioned during the busy seasons having two people potentially out here or more people on site would be necessary. Mike put in a lot of hours during budget so this will assist with future budget and audit processes. We will also need contacts for all the representation from Lauterbach and Amen to be given out to staff.

Motion carried by roll call vote. Aye: French, Young and Fagan. Nay: None. Absent: Krmenech and Grada. (3-0-2)

VII. Financial Reports

Commissioner Young made a motion to accept the monthly financial reports presented in August 2022, seconded by Commissioner French.

Motion carried by roll call vote. Aye: French, Young and Fagan. Nay: None. Absent: Krmenech and Grada. (3-0-2)

- 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 French said things seem to be going well, and thanks for all the hard work. President Fagan agreed that summer went really well, and everyone is doing a great job. He added he is very proud to represent this. He wished Director Shea a good vacation. Director Shea said he is very honored to be here and work with the staff that we have. Now that pool has been closed, we have been monitoring how much water the diving well has been losing. Per calculations the diving well was losing around 700 gallons an hour-historically the diving well loses around 300 gallons per hour. Maintenance staff were able to reduce the amount of water loss to around 300 gallons per hours by adjusting the flow meters. In the off-season staff will look at the diving well and see if there is anything we can do to fix it.

IX. Adjourn Public Meeting

Commissioner Young made a motion to adjourn the meeting, seconded by Commissioner French.

Motion carried by roll call vote. Aye: French, Young and Fagan. Nay: None. Absent: Krmenech and Grada. (3-0-2)

Meeting adjourned at 6:32 p.m.

DRAFT