

**MINUTES**  
**DeKalb Park District**  
**Public Meeting of the Board of Commissioners**  
**February 23, 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 Roll Call**

**Board members present:** President Patrick Fagan, Vice President Dag Grada, Secretary Gail A. Krmenech, Treasurer Joel French and Commissioner Phil Young.

**Board members present:** President Patrick Fagan, Vice President Dag Grada, Secretary Gail A. Krmenech, Treasurer Joel French and Commissioner Phil Young.

**Staff Members Present:** Executive Director John Shea, Superintendent of Parks & Development Mat Emken, Superintendent of Finance Mike Rock, Mike Siefken, Cindy Slinkard, Dave Kessen, and Chrissy Tluczek.

**II. Action on the Agenda**

Commissioner Krmenech made a motion to approve the agenda, seconded by Commissioner Young. Motion carried by roll call vote. Aye: Krmenech, Young, Grada, French 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 January 14, 2022
- b. Minutes of the Public Meeting of January 19, 2023
- c. Executive Session Minutes of January 14, 2023
- d. Executive Session Minutes of January 19, 2023

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

**IV. Public Comments**

None.

**V. Public Hearing to Receive Public Comments Concerning the Proposed Budget and Appropriation Ordinance 23-02 for the DeKalb Park District for the Fiscal Year**

**March 1, 2023, to February 29, 2024**

President Fagan called the public hearing to order at 6:02 p.m.

With no questions, Commissioner Krmeneč moved to adjourn the public hearing, seconded by Commissioner Grada. Motion carried by roll call vote. Aye: French, Grada, Krmeneč, Young and Fagan. Nay: None. Absent: None. (5-0-0)

Public hearing adjourned at 6:02 p.m.

## **VI. Old Business**

### **a. Action on the Renovation Plan for the Replacement of Hopkins Pool**

Commissioner Grada made a motion to approve the 2023 Renovation Plan for the Replacement of the Hopkins Community Pool and authorize staff to continue working with the Larson and Darby Group on the next phases of Design Development and Construction Documents, seconded by Commissioner French.

Commissioner Young asked whether all the concrete would be removed. Director Shea replied that Mr. Nelson of Larson and Darby indicated the majority of it would, be determined by the sturdiness of the main pool walls. The remainder will be assessed at the time of construction. Commissioner Fagan said he would have loved to see something totally new, something that people would drive to and talk about, but when talking about \$18-20M to redo everything and move the pool somewhere else, it is not responsible. He likes the plan presented and thinks we're going about it in the right way. Commissioner Grada said he appreciates the realities, but from his perspective, he hopes there is a way that the zero-depth entry can be incorporated. He understands it is an option, that the pool must be done, and if this is the only way we can do it, then we have to do it this way. Right now we're looking at \$8M for the "old" pool, a replacement. If that's our only option, then it is, but he hopes the zero-depth entry can be incorporated. Commissioner Fagan shared that the zero-depth option is desirable from a number of perspectives but is still an option. Once the numbers come in, we'll see what's possible.

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

## **VII. New Business**

### **a. Discussion on DeKalb Park District Board Policy Regarding Attendance**

The Board discussed creating a commissioners' board meeting attendance policy. A proposal to enact an ordinance and update the board policy to allow the board to declare a vacancy if a commissioner were to miss four meetings within a 12-month period is being considered. The Board came to a consensus to move forward with the proposal, with Director Shea instructed to consult with the

District's legal counsel regarding the matter.

**b. Discussion on DeKalb Park District Legal Services**

Commissioner Fagan asked when the last time the District's legal services went out for an RFP, to which Director Shea indicated 2007, based on records he could find. Commissioner Fagan said he thought it was time to issue an RFP. Commissioner Krmenec agreed, stating this is due diligence. Commissioner Grada concurred.

**c. Discussion of a Construction Manager At-Risk for the Hopkins Pool Replacement Project**

Commissioner Fagan asked what the percentage of the job is a usual fee for a Construction Manager at-Risk. Mr. Emken indicated a price for services is negotiated. Commissioner Fagan indicated he liked a project manager rather a consultant. Mr. Emken indicated a construction manager bids each trade separately, electrical, piping, etc., and each individual package would be vetted and brought before the board for approval. It doesn't really change the process, it's just that at the board may have several bids to review and approve at a board meeting rather than a single package. Commissioner Fagan inquired who would be responsible for cost overruns. Director Shea indicated the District used AIA contracts, with review by legal counsel. There is also a contingency line item within the proposal. If the CM at-risk goes over the contingency amount, then it is their responsibility. Director Shea indicated during discussion that Mr. Nelson of Larson and Darby recommended a Construction Manager at-Risk since this is such a large project. Commissioner Krmenec questioned whether Larson and Darby would assist in drafting the RFQ, to which Director Shea indicated yes. However, they will not interview candidates so there is no conflict of interest. The board came to consensus to publish an RFQ for a Construction Manager at-risk.

**d. Discussion Regarding Recreation Department Restructure**

Commissioner Young asked whether there would be a new aquatic position. Director Shea said no, the aquatic supervisor position, which is only a seasonal position, would report to one of the Recreation Supervisors. Commissioner Krmenec asked for clarification on whether the Recreation Office Coordinator position shown on the current chart would no longer exist and instead there would be a second Recreation Supervisor position. Director Shea confirmed those organizational chart positions.

**e. Discussion of Park Maintenance and Golf Maintenance Job Descriptions for Fiscal Year 2024**

Commissioner Grada commented on the naturalist position, saying he wanted someone who could perform maintenance but also was able to focus on the educational and recreational.

**f. Action on Recreation Concessions Contract with Taco Factory**

Commissioner Krmeneč made a motion to approve the contract for concessions services with Taco Factory, seconded by Commissioner French.

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

**g. Action on ComEd Energy Efficiency Program with Lead Electric**

Commissioner Krmeneč made a motion to approve the upgrade to LED lighting at all District sports fields, the Sports and Recreation Center, Haish Gym, Hopkins Park, and McCormick Park with LEAD Electric and Lighting at zero cost to the District, seconded by Commissioner Young.

Commissioner Fagan asked who would perform the work, to which Mr. Emken replied LEAD Electric and Lighting. Commissioner French commented that he attended the IAPD conference session on this program. The presenter said they received compliments from local neighbors about the light replacement because there was no light bleed over and no noise. Director Shea shared that other park districts' references that had this work performed said there were no problems with the work and it would be foolish to not to take advantage of the opportunity.

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

**h. Action on 2023 Sycamore Park District Resident Hopkins Pool Passes**

Commissioner Grada made a motion to approve an Intergovernmental Agreement with the Sycamore Park District outlining the terms of 2023 Hopkins Pool Passes for Sycamore Residents, seconded by Commissioner French.

Commissioner Fagan clarified with Director Shea that the time period is only for one year. He also questioned whether there would be a capacity problem. Director Shea said he didn't know, but if it became an issue, there are ways to address it. Based on his past experience with other park district pools that faced this issue, resident/non-resident lines were formed for entry and residents were admitted before the non-residents. Commissioner Grada said that we were doing that same thing that the Genoa Park District was doing with the Sycamore Park District in terms of pool passes to their pool. Both Commissioner Fagan and Director Shea said that wasn't the case; the Genoa Park District was just eating the costs in contrast to our Intergovernmental Agreement, by which Sycamore Park District will reimburse the DeKalb Park District for the cost difference. He also asked whether Sycamore had agreed to this, which Director Shea it had, although not yet officially through a vote.

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

**i. Action on Board Meeting Schedule for Fiscal Year 2024**

Commissioner Grada a made a motion to approve the Board meeting schedule for Fiscal Year 2024, seconded by Commissioner Young.

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

**j. Action on Ordinance 23-02: Budget & Appropriation Ordinance for the Fiscal Year Beginning March 1, 2023, Ending February 29, 2024**

Fiscal Year Beginning March 1, 2023, Ending February 29, 2024

Commissioner Grada a made a motion to approve Ordinance 23-0: Budget & Appropriation Ordinance for the Fiscal Year Beginning March 1, 2023, Ending February 29, 2024, seconded by Commissioner Young.

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

**k. Action to Approve the Operating and Capital Budget Document for the Fiscal Year ending February 29, 2024**

Commissioner Krmeneć made a motion to approve the Operating and Capital Budget document for the Fiscal Year Beginning March 1, 2023, ending February 29, 2024, seconded by Commissioner French.

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

**l. Action on Fiscal Year 2024 Merit Pool for Non-Collective Bargaining Employees**

Commissioner Grada a made a motion to approve pay increases for non-union staff for the FY2024 seconded by Commissioner Krmeneć.

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

**m. Items over \$10,000**

**i. Ballfield Groomer**

Commissioner Young made a motion to approve the purchase of a Sand Star 1 (ballfield groomer) from Burris Equipment in the amount of \$24,994.00 and the purchase of a John Deere Gator TX (utility vehicle) in the amount of \$13,750.00 from DeKalb Implement, seconded by Commissioner French.

Two separate votes were taken, one for each equipment purchase:

Motion for the purchase a Sand Star 1 (ballfield groomer) from Burris Equipment in the amount of \$24,994.00 carried by roll call vote:

Aye: Krmeneć, Fagan, French, Grada, Young. Nay: None. Absent: None.  
(5-0-0)

ii. **Utility Vehicle**

Motion for the purchase of a John Deere Gator TX (utility vehicle) in the amount of \$13,750.00 from DeKalb Implement, carried by roll call vote:

Aye: Krmeneć, Fagan, French, Grada, Young. Nay: None. Absent: None.  
(5-0-0)

**VIII. Financial Reports**

Commissioner Young made a motion to accept the monthly financial reports presented in February, 2023, seconded by Commissioner French.

Motion carried by roll call vote: Aye: Fagan, French, Grada, Young. 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**

**IX. Open Comments from Commissioners and Director**

Commissioner Young thanked the staff for their work this last fiscal year and the new one, especially the budgets. Commissioner Grada was happy to see a \$1.8M in lighting costs savings to the district. Commissioner Krmeneć also thanked the staff on the LED lighting project, stating that during budgeting she had said the district needs to look for grant opportunities, and didn't expect something to happen so quickly, but it's fabulous. We need to be doing more of that, mentioning the ComEd geothermal grants. For upcoming HVAC work, those opportunities should be investigated, and any other grant opportunities available. Commissioner French thanked all staff and so did Commissioner Fagan. Director Shea thanked all staff for everything in the last two years, saying we're trying new things, we received the LED project, and we're moving forward in the right direction.

**X. Adjourn Public Meeting**

Commissioner Young made a motion to adjourn the meeting, seconded by Commissioner Krmeneć. Motion carried by roll call vote. Aye: Krmeneć, French, Fagan, Grada,

Young. Nay: None. Absent: None. (5-0-0)

Meeting Adjourned at 7:27 p.m.