

**MINUTES**  
**DeKalb Park District**  
**Public Meeting of the Board of Commissioners**  
**June 18, 2020**  
**Hopkins Community Center, DeKalb, IL**

**Public Meeting**  
**6:00 p.m.**

**I. Meeting Call to Order:**

President Phil Young called the meeting to order at 6:02 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, Accounting & Administrative Assistant Jennifer Anderson.

**II. Action on the Agenda**

Commissioner Eaton made a motion to approve the agenda, seconded by Commissioner Grada. 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 Meeting of May 7, 2020
- b. Public Meeting of May 28, 2020
- c. Executive Session Minutes of February 6, 2020
- d. Executive Session Minutes of February 20, 2020
- e. Executive Session Minutes of March 4, 2020

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

**IV. Public Comments**

**V. Old Business**

**a. Discussion of SRC HVAC Project**

Superintendent of Parks & Development Mat Emken presented two options for replacing the SRC HVAC. First, there is the traditional bid process where the District would issue an RFP for an engineer who would then create the bid specs. Second, there is the design-build method where the District would issue an RFP

for a contractor capable of handling engineering as well as the actual HVAC replacement. Staff are recommending a design-build method which could hopefully still be completed this year.

Commissioner Grada thought we would see more efficiencies through the design-build method. Commissioner Krmeneč, Eaton, and President Young all concurred. Commissioner Holliday asked if other companies could still bid on this project. Mr. Emken said they could if the District goes with the traditional bid process. Mr. Emken noted that he would put together the RFP and get it out for proposals.

## **VI. New Business**

### **a. Annual Bond compliance report**

Superintendent Collins reported to the Board the Post Bond Issuance Compliance Report, which is an annual tax compliance report and assists with keeping the District's bonds tax exempt.

### **b. Discussion of Summer 2020 Programs, Events, and Facility Plan**

Superintendent Bruggeman reported that the District is seeing some momentum in camp registration. Phase 4 will allow for additional programming. Based on future state and Illinois Department of Public guidance, there is potential for the kiddie pool at Hopkins to open if state guidelines permit and Huntley Middle School pool for swim lessons and lap swim. The District is also looking at how we can offer fall sports. Staff will hold off on concrete plans until further guidelines are issued from the state.

President Young asked about the fireworks and timeline for rescheduling. Mr. Bruggeman mentioned that staff are hoping to reschedule to a fall event.

### **c. Discussion of Hopkins Pool Analysis Proposals**

The District received four proposals. Staff have been reviewing the proposals.

Commissioner Krmeneč requested to see the final RFP that was issued. Also, two of the documents had dollar figures proposed, and the other two did not have these in the proposals. Staff noted that from the other two these were separate attachments.

Commissioners Grada and Eaton agreed that they would like to look at the final RFP before reviewing the proposals. Director Doll said that staff would supply that information to the Board.

### **d. Action on Toddler Garden at Welsh Park**

Commissioner Grada made a motion to approve the installation of a Toddler Garden at Welsh Park by the DeKalb Regional Office of Education and the DeKalb County Community Gardens, seconded by Commissioner Eaton.

Amanda Christensen reviewed some of the design elements and answered questions from the Board. She also stated as far as maintenance, the master gardeners would be on site at least once a week. Commissioner Krmeneč appreciated the video. President Young asked if this will all go through the District's corporate attorney. Executive Director Doll said it would.

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

**e. Action on Easement for KWRD at Veterans Park**

Commissioner Grada made a motion to approve the Easement for the Kishwaukee Water Reclamation District at Veterans Park, seconded by Commissioner Eaton.

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

**f. Action on River Heights Report from IMEG**

Commissioner Grada made a motion to accept the River Heights Report from IMEG, Inc, seconded by Commissioner Eaton.

Commissioner Eaton stated that at a previous meeting, the idea of using the #17 bridge instead of the #16 bridge was presented, but there no cost estimate for that option. Director Doll said staff can ask IMEG to look at that option.

President Young asked if staff are waiting for tonight's vote in order for work to be started. Director Doll said the Board could vote now and do an addendum for the bridge later, or the Board could push the vote back one more month and table it tonight. Any consideration for bridge work would come as a supplement. President Young said he would support accepting the report now as long as there is an addendum. Commissioners Eaton, Holliday, and Krmeneč concurred.

Commissioner Holliday asked Director Doll if she could also ask IMEG if there is a way to make the bridge wider at hole #5. Commissioner Eaton agreed.

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 May and June in the amount of \$212,033.90, seconded by Commissioner Grada.

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. Executive Session**

- a. 2(c)1 Personnel**

Commissioner Eaton made a motion to go into executive session under 2(c)1 Personnel, seconded by Commissioner Holliday. Motion carried by voice vote.

#### **IX. Reconvene Open Meeting**

The open meeting reconvened at 7:42 pm

#### **X. Adjourn Public Meeting**

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

Meeting adjourned at 7:42 p.m.