

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
July 15, 2021
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, Vice President Dag Grada, Secretary Gail A. Krmenech, and Treasurer Joel French.

Absent: Commissioner Phil Young.

Staff Members Present: Executive Director John Shea, Superintendent of Parks & Development Mat Emken, Dave Kessen, Andrea Juricic, Wendy Hayes, Accounting & Administrative Assistant Jennifer Anderson.

II. Action on the Agenda

Commissioner Krmenech made a motion to approve the agenda, seconded by Commissioner Grada. Motion carried by roll call vote. Aye: Grada, Krmenech, Fagan, French. Nay: None. Absent: Young. (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 June 10, 2021
- b. Minutes of the Public Meeting of June 17, 2021
- c. Executive Session Minutes of June 10, 2021
- d. Executive Session Minutes of June 17, 2021

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

IV. Public Comments

None

V. Old Business

None

VI. New Business

a. Discussion for 2021 Board Retreat

President Fagan stated there has been discussion of having a board retreat, and asked for the best dates and times for consideration. Executive Director Shea indicated he could send out a survey to the board members on preferred dates and times. The board came to a consensus that the initial time allotment should be 3 hours, preferably on a Saturday, at the Ellwood Carriage House.

b. Discussion on Park Security Measures

President Fagan broached the subject of modernizing the District's building access by moving from the current system of access by key only to electronic access cards. He also introduced a proposal to install additional security cameras in throughout the park system for added safety and security. The proposal resulted from a meeting with a DeKalb Police Commander and district staff related to vandalism and illegal activity in the parks. If approved, the costs for proposed changes would need to be incorporated into next year's FY budget. Commissioner Grada questioned the motivation for the proposed changes and would like to see the costs. Commissioner French stated he would be interested in crime statistics. Commissioner Krmeneč stated she is in favor of changing building access from keys to an electronic/code access arrangement, and is also in favor of cameras throughout the parks system where there is vandalism and/or illegal activities. Depending on how costly the changes are, she suggested that the changes could be phased in by building/park if necessary. President Fagan suggested that cost-sharing be explored.

c. Discussion on Lauterbach & Amen Superintendent of Finance Scope of Services

Nathan Gasko of Lauterbach & Amen presented their proposal to provide financial services to the Park District. President Fagan questioned whether the transition period (from our current to new software) pricing would be over and above the proposed monthly fee. Mr. Gasko indicated the price was included because software conversions are common in the financial field and the company provides service as a strategy, with fixed fees, because governmental entities work within a budget. Director Shea indicated that he believes this company can provide reports and relevant financial details to better track the District's finances. Commissioner Krmeneč asked about the scope of services, especially budget drafting, and wanted to see included in a final contract the actual deliverables and dates for provision. She questioned whether there would be a specific person assigned to our account, to which Mr. Gasko responded yes; they typically assign a primary person and a secondary for continuity assurance. The assigned person would be onsite 40 hours a week through the software conversion, and would essentially become part of the District's team.

d. Discussion of Landscape Plan for Ellwood Museum Grant

In response to President Fagan's question on project engineer, Mat Emken indicated that Arc Design of Rockford provided the service. Commissioner Grada asked whether there were site drainage issues. Emken indicated that the design addresses drainage issues, especially moving roof water away from the building. Commissioner Krmeneč questioned the number and size of trees to be removed long the proposed path improvement, concerned about the removal of older growth trees. She also questioned whether the plants to be removed from the existing butterfly garden would be moved to the new one or potentially used elsewhere, especially given the cost in the plan to purchase new plant material.

e. Approval of Roof Replacement Bid for the Ellwood Visitor's Center

Commissioner French made a motion to approve the base bid and alternate 1 of McDermaid Roofing and Insulating Company for the replacement of the Ellwood Visitor's Center roof in the amount of \$58,903.00, seconded by Commissioner Grada.

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

f. Approval of Construction Easement at Barb Blvd. Property

Commissioner Grada made a motion to approve a temporary construction easement at the Barb Blvd. property to allow for the removal of the clay stockpile at the Fairview Cemetery, seconded by Commissioner French.

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

VII. Financial Reports

Commissioner Grada made a motion to accept the monthly financial reports presented in July 2021, seconded by Commissioner Krmeneč.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, French. Nay: None. Absent: Young. (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 Grada stated the top of the sled hill was a good place for fireworks.

Commissioner Krmeneč thanked the Executive Director and all the staff. She stated the

parks are looking great, improvements are very noticeable, and she thinks the staff are doing a great job. She mentioned the improved recreation programming, the District calendar being populated, and the marketing efforts by the marketing coordinator. Commissioner French seconded what was said by Commissioner Krmeneč, stating that the parks and golf course look beautiful and to keep up good work. Executive Director Shea wanted to thank all the staff for everything they're doing, especially stepping up as needed, and he thanked the board as well.

IX. Closed Session

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

Commissioner Krmeneč made a motion to go into closed session under Section 2(c)(2) and Section 2(c)(1) of the Open Meetings Act, seconded by Commissioner French. Motion carried by roll call vote. Aye: Krmeneč, French, Grada, and Fagan. Nay: None. Absent: Young. (4-0-1)

X. Reconvene Open Meeting

XI. Adjourn Public Meeting

Commissioner French made a motion to adjourn the meeting, seconded by Commissioner Krmeneč, with all Commissioners present voting in favor by acclamation.

Meeting adjourned at 7:18 p.m.