

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, March 22, 2016**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, held at the Sycamore Park District Maintenance Building located at 435 Airport Road in Sycamore, Illinois is called to order at 6:00 p.m. on Tuesday, March 22, 2016.

Will the recording secretary please call the roll.

The following Sycamore Park District Commissioners are physically present and will be participating in the meeting in person: **Commissioners Graves, Kroeger, Schulz, Tucker and Strack.**

The following Sycamore Park District Commissioners are not physically present, but will be participating in the meeting via video and/or audio conferencing: **None.**

The following Sycamore Park District Commissioners are not physically present, and will not be participating in the meeting: **None**

Staff members present were Director Dan Gible, Jackie Hienbuecher, Kirk Lundbeck, Sarah Rex, and Recording Secretary Jeanette Freeman.

Guests at the Board meeting were:

Michelle Binns – PFM, Chicago, IL

David Walters – PFM, Chicago, IL

Regular and Consent Agenda Approval –

Motion

Commissioner Graves moved to move #76 Introduction to Investment Options to after the first Public Input and then approve the Regular Agenda and Consent Agenda. Commissioner Tucker seconded the Motion.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Approval of Minutes –

Motion

Commissioner Tucker moved to approve the February 23, 2016 Regular Meeting Minutes. Commissioner Schulz seconded the Motion.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Motion

Commissioner Schulz moved to approve the February 23, 2016 Executive Session Minutes. Commissioner Kroeger seconded the Motion.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

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Claims and Accounts Approval

Motion

Commissioner Schulz moved to approve and pay the bills in the amount of \$573,648.61.
Commissioner Kroeger seconded the Motion.

Roll Call

President Strack called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Public Hearing on FY 2016 Budget & Appropriation Ordinance 02-2016

President Strack opened the Hearing. Commissioners Graves, Kroeger, Tucker and Strack were present. President Strack asked if there were any comment and input from the Public, Staff or Board. There was none.

Motion

Commissioner Schulz moved to close the Public Hearing on FY2016 Budget & Appropriation Ordinance 02-2016. Commissioner Kroeger seconded the Motion.

Roll Call

President Strack called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Correspondence –

- Sycamore Titans Baseball Thank You
- Clubhouse Rental – Kellie Wirth

Public Input – None

Introduction to Investment Options – Director Gible noted Michelle Binns and David are here from PFM. They are responsible for managing assets. He is hoping that their presentation will show the board how we might manage our funds during this process. Michelle Binns and David Walters went over their services for investments.

Monthly Department Presentation – Supt. Of Golf Operations Kirk Lundbeck – Kirk noted he spent time this winter researching golf carts and miles per gallon to decide what to get. He decided to go with the Yamaha golf carts. With these carts we are saving between 3 and 4 miles per gallon compared to our current carts. These carts are less costly repair and the deal he got includes free repairs for a year. He went over more saving figures. Anyone that plays at our course can download a free app with GPS.

Old Business –

Report of Action 2020 Committees – Director Gible reminded everyone the next Study Session meeting will be on March 30th at 6 pm.

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Update on Leaf A Legacy – Director Gibble noted that he and President Strack have been scheduling new and follow up meetings. Commissioner Schulz reminded everyone about the Fund Raising Committee on April 5th at 6 pm.

Approval of MOU's – Director Gibble noted this is the last one that needs approval.
Motion

Commissioner Schulz moved to approve the MOU as presented. Commissioner Graves seconded the Motion.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Update on Annexation Agreements – Director Gibble noted we are finally getting attorneys in the same room at the same time with the City Manager and himself, along with engineers from both sides. There are a few outstanding issues. Lights at the soccer complex and the parking lot lighting at the sports complex are a few of the issues. The issue of having alcohol has also come up. We want to make sure all of these issues are figured out now during the annexation agreement process.

Adopt Budget and Appropriation Ordinance – Supt. Of Finance Hienbuecher noted the Board had the draft at the last meeting. She updated the fund balance figures based on the audit. We have to pass this ordinance before the end of this month.

Motion

Commissioner Tucker moved to approve the Budget and Appropriation Ordinance 02-2016. Commissioner Kroeger seconded the Motion.

Roll Call

President Strack called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

New Business -

Introduction fo Investment Options – Was moved to earlier in the meeting.

Discussion Regarding Construction Management – Director Gibble wanted the Board to know there will be construction meetings tomorrow and he will come back to the April meeting with recommendation.

Annual Audit:First Review – Supt of Finance Hienbuecher noted this is the draft of the audit. They are missing the reports from IMRF and they expect to have within the first two weeks of April, so the audit can be finalized at the April Board meeting.

New Business -cont'd

Quarterly Capital Fund Update – Supt of Finance Hienbuecher noted this is just an update from the first quarter of 2016 and where we expect to complete these projects during the year.

Authorize Treasurer to Transfer Funds – Supt. of Finance Hienbuecher noted each year if there is a loss in the Golf Course or the Pool, she has been directed to transfer funds from one of our funds that has the ability to cover those losses. For 2015 the Golf Course loss was just under \$50,000 and she is wanting to transfer from Concessions and Recreation to cover. For 2015 the Pool loss is around \$32,000. The Audit reflects these transfers, she just needs the Board approval to finalize the transfers.

Motion

Commissioner Tucker moved to approve the transfers are recommended. Commissioner Schulz seconded the Motion.

Roll Call

President Strack called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Authorize Executive Director to Finalize Contract with Farnsworth Group – Director Gibble noted he presented approximate costs for what the additional commitment would be. There have been no glitches in working with Farnsworth and he is asking permission to go ahead with them for the remainder of this process.

Motion

Commissioner Graves moved to authorize Executive Director to finalize contract with Farnsworth Group. Commissioner Schulz seconded the Motion.

Roll Call

President Strack called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Refine Conduct Ordinance to Match City of Sycamore's Code Regarding Dogs – Director Gibble gave kudos to Sarah on this. She has made the Dog Do's program come together. In order for us to be exactly the same, the Police want our conduct ordinance to match the City ordinance related to dogs. He would like the Board to approve these changes to the conduct ordinance.

Motion

Commissioner Schulz moved to approve the changes to our Conduct Ordinance. Commissioner Graves seconded the Motion.

Roll Call

President Strack called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Authorize Executive Director to Negotiate Utility Contracts – Director Gibble Supt. of Finance Hienbuecher has done most of the work on this, but legally the Director has to authorize it. This is becoming a routine for us and were getting close to needing to do these again. The Board will still need to approve the contracts, but he is asking the Board to give him authorization to finalize these.

Motion

Commissioner Schulz moved to give authorization to the Executive Director to finalize the utility contracts. Commissioner Tucker seconded the Motion.

Roll Call

President Strack called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Campus Planning Update – Director Gibble handed out more design drawings. These are the last drawing but more refined than the last time we viewed them. There was some discussion on this drawing.

Setting of Date for Next Study Session – No discussion

Public Input - None

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:59 pm on a motion made by Commissioner Schulz for the reasons listed below. The motion was seconded by Commissioner Graves.

Roll Call

President Strack called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
11. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

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The Board convened to Executive Session at 8:02pm. The roll was called with Commissioners Graves, Kroeger, Schulz, Tucker, and Strack present along with Director Gibble as Secretary and Recording Secretary Freeman.

Motion

The Board adjourned the Executive Session at 8:42 p.m. and reconvened to Regular Session on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Tucker.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Motion

The Board adjourned the Regular Session at 8:42 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Graves.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District