

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, July 26, 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, July 26, 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, Tucker, Schulz 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 Gible, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, Sarah Rex, and Steve Tritt.

**Guests at the Board meeting were:**

Darcy, Jacob & Payton Chesser, 915 Prospect St., DeKalb  
Jill Tritt, 525 E. High St., Sycamore  
Mason, Tara & Caeden Keith, 300 N. Cardinal St., Cortland  
Steve & Brandon Rodtke, 210 W. Keene Ave., Cortland  
Travis deOliveira, 300 Fairmont Dr, DeKalb  
Michele Avery, 300 Fairmont Dr., DeKalb  
Katie, Jack & Austin Petrie, 130 W. Amber Avenue, Cortland  
Joe Kozlowki, 130 W. Amber Avenue, Cortland

**Regular and Consent Agenda Approval –  
Motion**

Commissioner Schulz moved to approve the Regular Agenda and Consent Agenda.  
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.

**Approval of Minutes –  
Motion**

Commissioner Schulz moved to approve the June 28, 2016 Regular Meeting 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.

### **Claims and Accounts Approval**

#### **Motion**

Commissioner Schulz moved to approve and pay the bills in the amount of \$187,984.32.  
Commissioner Kroeger seconded the Motion.

#### **Roll Call**

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

#### **Correspondence –**

- Lorri Thrower – Shelter Rental
- DCCF
- KishHealth System
- Director Gibble told the Board about Facebook comments and noted that Supt. of Parks Donahoe has informed him there are some areas at the baby pool that they are doing some patching. This is due to aging.

### **Public Input – Introduction of and Thanks to Caeden Keith and DeKalb Scout Troop 33-**

Supt of Parks Donahoe introduced Caeden Keith and noted Caeden had contacted Kirk about any possible projects for his Eagle Scout Badge. The project that was decided on was to replace or rebuild a bridge at 11 Tee. Caeden and his Troop were able to do the work over 3 Saturdays and they were also able to get the wood at half price. They are also looking at getting donations for part of it. Steve and Armond helped them in showing them the best way to do the bridge from past bridges that have been replaced. Jeff noted the Sycamore Park District and Board and staff thank Caeden and his troop and noted the Park appreciated their help.

**Monthly Department Presentation – Steve Tritt** – Steve noted he has passed around information from Audubon International regarding the Cooperative Sanctuary Program for Golf Courses. He went over the information that would help us become a more sustainable golf course with long term results.

#### **Positive Feedback/Reports –**

- President Strack praised Kirk and the golf course budget this past month.
- President Strack also noted the Pool is doing great and overall all departments are doing great.
- Commissioner Graves noted the promotion on Tuesdays for golf is great.
- Commissioner Graves noted the Storm tournament is huge and he didn't realize how big it was. He has heard great things about how the Park handles it all. Director Gibble noted the tournament had to turn down teams and when we get the additional diamonds in they will be able to accept more teams and that helps the community.

**Old Business –**

**Recommendation for Approval of Contract for Construction Management Services –**

Director Gibble noted we need to figure out how to publicize this. Most significant terms are the flat fee of \$35,000 for the pre-construction phase, construction management fee of \$201,900 that's based upon the estimated cost of the project. He recommends that we enter into this contract. Commissioner Kroeger and he feels the terms are really good and very fair.

**Motion**

Commissioner Schulz moved to approve the proposal within the Structure of an AIA Form A134 and its referenced A201 and authorize the Executive Director to expend funds related to this contract as approved at last month's meeting. 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.

**Report of Action 2020 Committees –**

- President Strack noted that a donor has come forth with a \$100,000 donation. Commissioner Schulz noted this was attained by a Community Center committee member (Tom Doty) that sent out a letter asking for \$25,000 and we got a \$100,000 donation. Director Gibble noted this is staying confidential for now.
- Commissioner Graves noted the Dog Park Committee has 4 areas they are going to concentrate on before going out to fundraise. Sarah is helping them create a website possibly through Crowdsourc. Some members are working on grants and things are picking up. They made Sarah a member of the Dog Park.

**Update on Leaf a Legacy**

- Commissioner Schulz noted September 10<sup>th</sup> is the Good Tymes Revival Party and will be in the Maintenance building. She handed out flyers to everyone on this.

**Updated on Lighted Sign** – Commissioner Schulz talked about what was discussed at the Plan Commission meetings regarding the current and future signs in the community. They are trying to have a consistent sign ordinance. Director Gibble noted the only thing that changed as far as our sign is concerned is it went from a 50/50 ration to a 60/40 ratio. He then showed everyone the templates they have come up with at this point. He went over more information on the size and design of the sign and what is allowed by the City ordinance.

Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday July 26, 2016  
**P 4**

**Beginning Swim Pool Accessibility Work** – Director Gibble noted this is the last item in the ADA transition plan. He needs the funds authorized for William Associates to assist with the bidding process.

**Motion**

Commissioner Tucker moved to approve up to \$24,000 for professional fees to William Associates. 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.

**Trail Study at Leon Larson Park** – Director Gibble

**Motion**

Commissioner Graves moved to authorize the Executive Director to enter into a contract with ERA to conduct the survey and assessment for \$17,000 for professional fees to Engineering Resource Associates and up to \$1500 of reimbursable expenses.  
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.

**Authorization to Negotiate w/Liquid Asset Mgmt. Firms** – He is asking for authorization to meet with firms.

**Motion**

Commissioner Graves moved to authorize the Executive Director to meet with firms.  
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.

**Setting a Timeline for Bond Issuance** - There was discussion on the different options and no action was required at this time.

**New Business**

**Chamber Golf Outing** – Director Gibble reminded anyone that is playing the date is August 4<sup>th</sup>.

Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday July 26, 2016  
**P 5**

**Footwear Policy & Housekeeping Policy** – Director Gibble noted he will bring policies to the board as they relate to personnel. Periodically we review our personnel policy and PDRMA requires these two policies. Supt. of Parks Donahoe noted we have slip on steel toes and ice cleats for staff.

**Motion**

Commissioner Tucker moved to approve the Footwear and Housekeeping as recommended. 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.

**Trail Project Information at Farm Bureau** – President Strack noted this is about the area or trail on Peace Road on the west side of the Farm Bureau. He has talked to DeKalb Park District about this also and they were receptive if under a certain amount.

**Motion**

Commissioner Schulz moved to approve \$1000.00 and we will donate the trail sign. Commissioner Graves seconded the Motion.

**Roll Call**

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

**Annexation Ordinance 05-2016** – Director Gibble noted this and the next agenda item are intertwined. Someone in the County Office missed this and we lost out on about \$72,000 of tax revenue. This agenda item and #180 in the beginning of correcting this problem. The County has said they will take responsible for the error.

**Motion**

Commissioner Schulz moved to approve the Annexation Ordinance #05-2016. 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.

**Crime Information at Parkside Preserve from Chief Theirault** – Director Gibble noted he has kept the Board in the loop on the letter received from residents. He noted he assured the residents in the response letter that we understand their concerns but we cannot make the pond area private. He also noted in the letter that he would talk to the Chief of Police on any issues related to policing concerns. Director Gibble quoted what the Chief of Police told him - “He looked at the last 10 years crime statistics and finds no connection between fishing at that pond and crime activity in that neighborhood”.

Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday July 26, 2016  
**P 6**

**Setting of Date for Next Study Session** - Director Gible noted there is no need at this time.

**Public Input - None**

**Motion**

The Board adjourned the Regular Session to go into Executive Session at 7:51 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.

- 5 The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
- 6 The setting of a price for sale or lease of property owned by the public body.
- 7 The sale or purchase of securities, investments, or investment contracts.

The Board convened to Executive Session at 7:58 pm. The roll was called with Commissioners Graves, Kroeger, Schulz, Tucker, and Strack present along with Director Gible as Secretary, and Supt. of Finance Hienbuecher.

**Motion**

The Board adjourned the Executive Session at 8:07 p.m. and reconvened to Regular Session on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Kroeger.

**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 8:07 p.m. on a motion made by Commissioner Kroeger. The motion was seconded by Commissioner Schulz.

**Voice Vote**

Vice President Schulz 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