

**Minutes of the Special Meeting Study Session of the Board of Commissioners
Sycamore Park District
Tuesday, September 20, 2016**

President Strack called the meeting to order at 6:07 p.m.

The Special meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, held at the Sycamore Park Maintenance Building located at 435 Airport Road in Sycamore, Illinois is called to order at 6:07 p.m. on Tuesday, September 23, 2016.

Will the 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, Supt. of Finance Jackie Hienbuecher, Supt. of Parks, Jeff Donahoe, Supt. of Golf Ops. Kirk Lundbeck, Program Supervisor Lisa Metcalf, Program Supervisor Sarah Rex, Steve Tritt, Bounie Phonparsit, Sean Wood, Armond Mattingly, Bob Swedberg, Melissa Dobberstein, and Recording Secretary Jeanette Freeman.

**Regular Agenda Approval –
Motion**

Commissioner Tucker moved to approve the Regular 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.

Director Gible had the staff attending the meeting introduce themselves. All staff attending the meeting have been involved in the Critical Success Factors and setting goals and objectives and action statements. Staff then introduced themselves.

Update on Fundraising – Director Gible noted that we went over the \$600,000 mark at the Good Tymes Revival last weekend. Commissioner Kroeger noted staff did a great job getting the building in shape. Everyone thought the event was great. Director Gible noted the event has more to do with after the LAL than it does with the LAL. Establishing the event as an annual type of event is what will last past hitting the goal of \$1,000,000.

Commissioner Graves noted the Dog Park Committee has sent out packets and emails sent as follow-ups on the packets. They have a meeting scheduled for 10-4. There will also be post cards sent out to dog owners.

Update on Fundraising-cont'd -

President Strack noted there is a trail walk scheduled for 10-1. He also hopes to start organizing his group to clean the rail bed of brush.

Director Gibble noted Commissioner Schulz contacted the DCCF about grants for the Community Center and they encouraged us to apply for funds for the trail project rather than the community center. We are starting toward the \$700,000 in donations mark this week.

Commissioner Schulz noted they sent out the packets from the Community Center committee.

Sarah Rex noted the leaflet will go out this week to residents of Sycamore. She will also do some eblasts and Facebook posts. Director Gibble noted that a follow-up piece toward the end of the year would be good as suggested by Commissioner Schulz.

Director Gibble noted the Splash pad committee is trying to reschedule a meeting. We have a few small donations for the splash pad and the committee will work on the packets to mail out like the dog park committee did.

Review and Discussion of Construction Manager's Report – Director Gibble noted the Board has received a copy of the preliminary schematic design estimate for the project. Both of the versions are over budget but we will hold a meeting with Farnsworth and the Construction Managers to identify areas of possible cost savings. This will be the start of making difficult decisions about finishes, etc. Later this year we should have the gross project cost from the Construction Manager for the work before going out to bid. There may be more difficult decisions to be made by the board at this time. It will still be bid out with the base and alternate version. After the next version staff will also bring to the board ways to save to get the project cost closer to budget. He then went over the timeline in the binder and noted he will send the board the revised timeline in the next week based upon the most current meeting. He noted the next study session we will have a list of items they want the boards input on to keep closer to budget. There was more discussion.

Review of Critical Success Factors: First Draft – Goals, Objectives, Action Statements by Staff - Director Gibble noted he has asked each group to present to the Board their first draft. Each group presented their information to the board. The board asked questions throughout the presentations.

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Motion

The Board adjourned the Regular Session to go into Executive Session at 8:25 pm on a motion made by Commissioner Schulz for the reasons listed below. The motion was seconded by Commissioner Kroeger.

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.

The Board convened to Executive Session at 8:30 pm. The roll was called with Commissioners Graves, Kroeger, Schulz, Tucker, and Strack present along with Director Gibble as Secretary, and Recording Secretary Jeanette Freeman.

Motion

The Board adjourned the Executive Session at 8:50 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 8:50 p.m. 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 54-0.

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District