

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday January 24, 2017**

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, January 24, 2017.

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 Kroeger, Tucker and Schulz.** **Commissioners Graves and Strack were absent.**

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: **Commissioners Graves and Strack.**

Staff members present were Jeanette Freeman, Director Gible, Jackie Hienbuecher, Jeff Donahoe, and Sarah Rex.

Guests at the Board meeting were:

None

Regular and Consent Agenda Approval –

Motion

Commissioner Kroeger moved to approve the Regular Agenda and the Consent Agenda. Commissioner Tucker seconded the Motion.

Voice Vote

Vice President Schulz called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

Approval of Minutes –

Motion

Commissioner Tucker moved to approve the December 20, 2016 Regular Meeting Minutes. Commissioner Kroeger seconded the Motion.

Voice Vote

Vice President Schulz called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

Motion

Commissioner Tucker moved to approve the December 20, 2016 Executive Session Meeting Minutes but to remain confidential. Commissioner Kroeger seconded the Motion.

Roll Call

Vice President Schulz called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

Claims and Accounts Approval
Motion

Commissioner Kroeger moved to approve and pay the bills in the amount of \$289,790.27.
Commissioner Tucker seconded the Motion.

Roll Call

Vice President Schulz called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

Correspondence –

- Kish College Foundation Thank You
- Marine Corps Reserve Toys for Tots Thank You

Public Input – Program Supervisor Rex noted that the Board discussed the list of candidates for our 2016 Park Partners Award at the November board meeting. Tom Doty was chosen as our 2016 Park Partner recipient. Commissioners Schulz and Kroeger presented the award to Tom. Commissioner Schulz noted that Tom had started with us on the original community group that worked on the plan to go forward. He then joined the Park District Professional Services Group and Community Center Group. Commissioner Kroeger noted that Tom has been involved with the Park District for a long time now and has made a lot of donations to the Park along with improvements. He noted we are happy to have him part of the Park District and the community as a whole. Tom accepted the award and noted that the hard work of the Board, Dan and staff that is inspiring. To have the vision that the Park had and taking it to the point that we are looking at plans it is inspiring.

Positive Feedback

- Commissioner Kroeger noted the state conference was this past weekend. Staff was there for the many sessions.
- Director Gible noted he went to many good sessions and one in particular, was on the timing of bonds.
- Supt. of Parks Donahoe noted he went to a conference session on drones and regulations, etc. along with some on creek restorations, budgets and light rebates for our buildings.
- Commissioner Schulz noted the Christmas party was great and thanked staff for their hard work.

Monthly Department Presentation – Director Gible noted that he asked Program Supervisor Rex to work on assessing all of our signs. Program Supervisor Rex noted she is working on our sign policy to address outdoor signs. She also has photographed all our signs in all of our parks. She looked at the City ordinances that already exist to make sure we are following those also. The goals for the policy will include guidelines stating who can post things, content of signs and what staff has permission to approve. Another portion will be the guidelines for the electronic message board. The City has very specific guidelines on this also. She noted we are looking to reduce or condense the number of signs. This process will start guiding our signs on the recreation campus. She noted she did go to a signs session at conference. Director Gible noted this will be a long process and won't be done all at once.

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Old Business

Update on Recreation Campus – Director Gibble noted he put out the plans for viewing by the Board and staff. The bids will be opened early next week. He hopes to have a summary of the bids before the February 16 Study Session for the Board. The Board will be approving a lot of contracts that night.

Setting Date for Study Session – Nothing at this time. The February 16th study session at 6:00 is already scheduled.

Executive Summary – Office Manager Freeman noted this is the first draft of the Executive Summary and asked the Board and staff to let her know if anything needs to be changed. The final one will be in the February meeting and will include the budget and Action 2020.

Final Review and Approval of Action 2020: Goals, Objectives and Action Statements-
Director Gibble noted the Board has this and unless questions or changes, he recommends approval.

Motion

Commissioner Tucker moved to approve the Action 2020 as presented. Commissioner Kroeger seconded the Motion.

Voice Vote

Vice President Schulz called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

Approve FY2017 Budget – Supt. of Finance Hienbuecher noted she pointed out in her staff recommendation any significant changes and recommends approval.

Motion

Commissioner Tucker moved to approve and adopt the FY2017 Operating Budget.
Commissioner Kroeger seconded the Motion.

Roll Call

Vice President Schulz called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

New Business

Recommendation to Authorize Executive Director to Finalize Contract with

Engineers/IDOT: Trail Engineering Phase II – Director Gibble noted there was a 3 person committee consisting of himself, Supt. of Parks Donahoe and Commissioner Kroeger. There were 3 submissions and each scored the submissions independently per the IDOT rating scale. All 3 scored Engineering Resource Associates the highest. He needs the Board to authorize him to negotiate the contract with Engineering Resource Associates using IDOT standard contracts. He needs the Board to authorize him to finalize the contract with Engineering Resource Associates and IDOT for Phase II Engineering.

Motion

Commissioner Kroeger moved to authorize Executive Director Gibble to negotiate the contract with Engineering Resource Associates. Commissioner Tucker seconded the Motion.

Roll Call

Vice President Schulz called for a roll call to approve the motion. All commissioners present voted Aye. Motion Carried 3-0. Commissioners Graves and Strack were absent.

Tax Abatement – Supt. of Finance Hienbuecher noted this is an annual ordinance that has to be filed with the County.

Motion

Commissioner Tucker moved to approve Alternate Revenue Bonds Ordinance 01-2017. Commissioner Kroeger seconded the Motion.

Roll Call

Vice President Schulz called for a roll call to approve the motion. All commissioners present voted Aye. Motion Carried 3-0. Commissioners Graves and Strack were absent.

Bi-Annual Review of Executive Session Minutes - Director Gibble noted that he recommends releasing none of 2015 but authorize staff to dispose of all closed session audio tapes more than 18 months old for those meeting that Executive Session minutes were approved more than 18 months ago.

Motion

Commissioner Tucker moved to not release any of the 2015 Executive Session minutes at this time, but authorize staff to dispose of all closed session audio tapes more than 18 months old for those meetings that Executive Session Minutes were approved more than 18 months ago. Commissioner Tucker seconded the Motion.

Roll Call

Vice President Schulz called for a roll call to approve the motion. All commissioners present voted Aye. Motion Carried 3-0. Commissioners Graves and Strack were absent.

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Public Input – None

Commissioner Tucker noted that the current director at the Midwest Museum of Natural History is resigning at the end of March, and they are in the middle of doing a search. There are still some financial struggles going on with the Museum and she wanted to remind the Board that we are still owners of the building.

Motion

The Board adjourned the Regular Session to go into Executive Session at 6:47 pm on a motion made by Commissioner Tucker for the reason listed below. The motion was seconded by Commissioner Kroeger.

Roll Call

Vice President Schulz called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

#5 The purpose 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.

The Board convened to Executive Session at 6:51 pm. The roll was called with Commissioners Kroeger, Tucker, and Schulz present along with Recording Secretary Jeanette Freeman Director Gibble. Commissioners Graves and Strack were absent.

Motion

The Board adjourned the Executive Session at 6:56 p.m. and reconvened to Regular Session on a motion made by Commissioner Kroeger. The motion was seconded by Commissioner Kroeger.

Voice Vote

Vice President Schulz called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

Motion

The Board adjourned the Regular Session at 6:56 p.m. on a motion made by Commissioner Kroeger. The motion was seconded by Commissioner Tucker.

Voice Vote

Vice President Schulz called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District