

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday February 28, 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 5:00 p.m. on Tuesday, February 28, 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 Graves, Kroeger, Tucker and Schulz.**
Commissioner Strack was absent. He arrived at 5:02 pm.

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 Strack. He arrived at 5:02 pm.**

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

Guests at the Board meeting were:

Mark Jeretinn, Speer Financial
Mark Bushnell, City of Sycamore
Katie Theriault, SMS Interact Club
Glenn Theriault, SMS Interact Club
Charlie Roots, SMS Interact Club
Heidi Gerdes, SMS Interact Club
Kate Peabody, SMS Interact Club
Kyle Huber, SMS Interact Club

Regular and Consent Agenda Approval –

Motion

Commissioner Schulz moved to approve the Regular Agenda and the 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 Tucker moved to approve the January 24, 2017 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.

Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday February 28, 2017
P 2

Motion

Commissioner Schulz moved to approve the January 24, 2017 Executive Session Meeting Minutes but to remain confidential. Commissioner Kroeger seconded the Motion.

Voice Vote

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

Claims and Accounts Approval

Motion

Commissioner Tucker moved to approve and pay the bills in the amount of \$225,446.66. 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.

Correspondence –

- IAPD – Peter Murphy
- The Sycamore Chamber – RoseMarie Trembl

Public Input –

None

Positive Feedback – Program Supervisor Sarah Rex noted the Sycamore Middle School Interact Club is here tonight. The Club made a donation to Leaf a Legacy in 2016 which was matched in 2016. They are here tonight to tell us why they chose the Park District to donate to and the hard work they put into it. Heidi Gerdes noted she and Julie Scarlatta run the Interact Club at the Middle School. Then each student introduced themselves. Charlie Roots noted they chose the Sycamore Park District because it will benefit the community for any years to come. He noted they raised \$500 and they are excited to present to the Park today. Sarah then took a picture of all of them. President Strack noted we really appreciated their gift. It came from the heart and they worked hard for this. Julie Scarlatta noted their club provides a school service, a community service and also a global service which this year they are working on raising money for Polio.

Monthly Department Presentation – Mark Bushnell, the City Engineer with the City of Sycamore presented information on the Airport Road Bike Trail Project. He went over the approximate costs and details.

Setting Date for Study Session – No need at this time.

Old Business

Executive Summary – Office Manager Jeanette Freeman noted the Board had the draft at last months meeting. This is the final one and recommending approval at this time.

Motion

Commissioner Schulz moved to approve the Executive Summary as presented.
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.

Bond Issue Recommendation – Director Gible noted he gave his recommendation in his staff recommendation. There was discussion on the different options presented. Mark Jeretinn from Spear Financial also gave information on the different options.

Motion

Commissioner Graves moved to approve issuing \$7 million in bonds in 2017 and follow by a \$5 million bond issue in 2018 Option 1. Commissioner Tucker seconded the Motion.

Roll Call

President Strack called for a roll call to approve the motion. Commissioners Graves, Kroeger, Schulz, and Tucker voted Aye. President Strack voted Nay. Motion carried 4-1.

Progress on Trail Engineering and IDOT Grant – Director Gible noted he completed negotiations with ERA and we have submitted 12 pages of documents to IDOT. The contracts and documents are in the hands of IDOT. It will take 6 to 8 weeks for them to review. The project will probably be let in November or January.

Modification/Change to Capital Budget Items – Supt of Parks Donahoe noted that a few items came up during their winter work on equipment. He is asking that funds be allocated to different items than originally, but it will still be the same amount.

Motion

Commissioner Tucker moved to approve the changes as presented. 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.

New Business

Review and Update Purchasing Policy – Director Gibble noted he recommends approving as stated in his staff recommendation. He also noted that if the Board approves this, he will bring a modified recommendation on the Recreation Campus Project.

Motion

Commissioner Schulz moved to approve the updates to the Purchasing Policy as presented. 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.

Draft Budget and Appropriation Ordinance – Supt. of Finance Hienbuecher noted this is a draft and said there is no action needed at this time. It will need to be approved at the March Board meeting.

Ordinance 02-2017: Annexation of Property on Airport Road- Director Gibble noted his comments will relate to this one and the next agenda item. Now that the City has filed, we now need to file also to bring it into the Park District. This is the legal step we have to take.

Motion

Commissioner Tucker moved to approve Ordinance 02-2017: Annexation of Property on Airport Road as presented. 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.

Ordinance 03-2017: Annexation of Property on Airport Road -

Motion

Commissioner Schulz moved to approve Ordinance 03-2017: Annexation of Property on Airport Road as presented. 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.

First Review of Staff Time Task Analysis for Action 2020 -Director Gibble noted staff has worked on this since last October. This is not the final one version and in a month or so we should have a very definitive refinement of this one. We will come to the Board later with recommendations on staffing.

Public Input –

- President Strack questioned what happened with the company for the Golf Irrigation System. Supt. of Parks Donahoe noted they sent out the RFQ to get information from companies that design irrigation system. We only received one and we were going to interview him. The company was told they would have to have an Illinois licensed engineer to sign off on things if we need to change structures of things. The company decided to back out. Director Gibble noted we are reopening the RFQ process.
- President Strack asked if with our new Community Center we will have the ability to enhance the level of participation and what things might be done to do this. Program Supervisor Metcalf noted she has more teams for our Thursday night co-ed volleyball league then space for. Now that we will have a gym, she wants to expand our volleyball and also have basketball, along with pickle ball.
- Commissioner Graves suggested developing some type of officiating class to get kids to come out and get involved. They are very short officials for the High School sports.

Motion

The Board adjourned the Regular Session at 6:24 p.m. 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.

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District