

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, November 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 6:00 p.m. on Tuesday, November 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 Kroger, 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: **Commissioners Graves.**

Staff members present were Jeanette Freeman, Director Gibble, Jackie Hienbuecher, Jeff Donahoe, Meg Jourden-Messerich, Sarah Elm Rex, and Kirk Lundbeck.

Guests at the Board meeting were:

Antoinette Binder – Staff

Dave Phillips – Speer Financial

At this time, Director Gibble noted that Agenda Item #79 and #80 will be moved to after the Monthly Report.

Regular and Consent Agenda Approval –

Motion

Commissioner Tucker moved to approve the Regular Agenda and the Consent Agenda.
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 4-0. Commissioner Graves was absent.

Approval of Minutes –

Motion

Commissioner Schulz moved to approve the October 24, 2017 Regular Meeting Minutes and November 7, 2017 Public Hearing Minutes. 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 4-0. Commissioner Graves was absent.

Claims and Accounts Approval

Motion

Commissioner Tucker moved to approve and pay the bills in the amount of \$798,658.19.
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 4-0. Commissioner Graves was absent.

Correspondence –

- Hampshire High Girls Golf Team Thank You
- Sycamore History Museum Thank You

President Strack noted that we have a 25 year lease with the Natural History Museum. At some point in the future we need to talk about the building well in advance what the future of that building is as it relates to the Sycamore Park District and the Museum. Director Gible noted that when we start the long-range process this is on the list. There are a few key structures that are in our capital asset schedule that have long term implications for cost and upkeep. President Strack noted we need to give them years of notice.

Public Input – None

Positive Feedback –

- Antoinette Binder noted she heard good things about the IHSA golf this year at our course.

Monthly Report –Supt. of Golf Operations Kirk Lundbeck – He gave a handout on the additional in-house events he is adding in 2018 and then went over all of these events. President Strack noted the SAY Golf was switched over to the Recreation Department and he wondered how we can get more kids on the course. Supt. of Golf Ops. Lundbeck noted he would like to get back to doing the SAY Golf. He noted he had more Junior passholders when he did SAY golf. He would also like to talk to kids at the Jr. High and maybe do some clinics.

New Business

Accept Bid for Annual General Obligation Bond – Dave Phillips noted they received 4 bids and Resource Bank won the bid at 2.43%. He is recommending acceptance of the winning bid from Resource Bank and adopting the ordinance.

Motion

Commissioner Schulz moved to accept the bid of 2.43% from Resource Bank.
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 4-0. Commissioner Graves was absent.

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Bond Ordinance 07-2017 – An Ordinance providing for the issue of approximately \$1,118,620 General Obligation Limited Tax Park Bonds, Series 2017B, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the Park District, to provide the revenue source for the payment of certain outstanding bonds of the Park District, to refund certain outstanding bonds of the Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

Motion

Commissioner Schulz moved to approve Ordinance 07-2017 for General Obligation Bonds. 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 4-0. Commissioner Graves was absent.

Presentation of Splash Fountain and Community Pool Logo – Recreation Supervisor Sarah Elm Rex presented the logos and noted these are the final ones decided on by staff.

Old Business

Final Review: IGA with DeKalb County Forest Preserve District for Trail Project – Resolution 06-2017: A Resolution of the Sycamore Park District Board in Support of Entering into an Intergovernmental Agreement with the DeKalb County Forest Preserve District – Director Gibble recommends adoption of this resolution.

Motion

Commissioner Tucker moved to approve the IGA with the DeKalb County Forest Preserve and Resolution 06-2017. 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 4-0. Commissioner Graves was absent.

Ordinance/Resolution Project – Antoinette Binder went over the process that has taken place of getting all of our ordinances and resolutions in order and in a master file, along with a hard copy in binders. She also mentioned the process that will be implemented now to keep the order of the future ordinances and resolutions.

Option of Cost Savings at Legacy Campus – Director Gible noted he asked for information from Farnsworth Group and Ringland Johnson on this. When the project was bid, DeKalb Mechanical got the bid for the two heating and cooling units on the roof of the building. At that time, amongst other bidders they made suggestions because Farnsworth sought cost savings. They suggested at the time to save \$45,000 by not installing the louvers on the units to mask them. We decided not to go that route and DeKalb Mechanical asked again on the louvers. At the time, John Sauder gave us the opinion that the louvers had to stay. Now that it has come up again, Michelle from Ringland talked to John Sauder to see if he would reconsider the louvers. John Sauder has said he would allow us to not put the louvers up, which would allow us to save \$45,000. Director Gible suggested saving half the amount and only put the louvers on the unit closest to the front of the building and most visible. These louvers are aesthetic only. At this time, 2 board members were ok with no louvers, and 2 wanted 1 louver on the west one or closest to front of the building. They decided to check with Commissioner Graves and go from there.

IPRA/IAPD Conference Attendance – Supt. of Finance Hienbuecher wanted to confirm with the Board who was attending conference.

New Business

Determine the Amount Estimated to be Raised by Taxation for the Year 2017 Tax Levy: Run Ad if 5% or greater – Supt. of Finance Hienbuecher noted this is the annual resolution that needs to be done. She recommends passing the resolution.

Resolution 05-2017 Estimate of Tax Levy -

Motion

Commissioner Schulz moved to approve Resolution 05-2017. 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 4-0. Commissioner Graves was absent.

First Review of Five Year Capital Plan – Supt. of Finance Hienbuecher noted this is just the first review and no action is necessary.

Review and Adoption of Right-to-Know Policy – Director Gibble noted this is one of the items that PDRMA has asked us to add. He recommends approval as presented.

Motion

Commissioner Tucker moved to adopt the Right-to-Know Policy 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 4-0. Commissioner Graves was absent.

Approval of Resolution 08-2017 and Local Assurance Document for Trail Project – Director Gibble noted this is a mandatory component of the grant application, which will be hand delivered to Springfield on Friday. He is recommending approval of the resolution, which also authorizes the Board President to sign the local assurance document.

Motion

Commissioner Schulz moved to approve Resolution 08-2017. 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 4-0. Commissioner Graves was absent.

Review Land Acquisition at North Grove Crossing – Director Gibble noted he is providing this information to the Board tonight and at the December meeting he will ask for a motion or action. He has been informed that a developer has purchased the last group of lots for single family homes. There is some question about the platting of the property. We have an obligation to take the land and make into a park, but there are issues making it accessible. No one at the City can find the annexation agreement and we cannot find anything with the County. Our counsel says we cannot take ownership until we can be provided with a platted and stamped drawing signed by an engineer. President Strack noted our response will be that we will be open to taking the land once we obtain appropriate engineer specifications. Director Gibble wanted to let the Board know what has transpired and what we are asking for.

Award Bid for Dog Park Fencing – Director Gibble noted this came in lower in the landscape budget and recommends approving as presented.

Motion

Commissioner Tucker moved to award the bid to Northern Contracting in the amount of \$32,699.88. 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 4-0. Commissioner Graves was absent.

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Review of Modified Budget Timeline - - Director Gible noted we will be running a little later. If the board approves the fees, etc at the December meeting, we will then be able to finish.

Park Partner Awards- Recreation Supervisor Elm Rex gave suggestions to the board and asked for their input on the suggestions. She asked them to let her know and she will set it for a January presentation. The board gave their consensus on the chosen name.

Public Input - None

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:34 pm on a motion made by Commissioner Schulz for the reason 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 4-0. Commissioner Graves was absent.

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.

The Board convened to Executive Session at 7:39 pm. The roll was called with Commissioners Kroeger, Schulz, Tucker, and Strack present along with Recording Secretary Jeanette Freeman and Director Gible. Commissioner Graves was absent.

Motion

The Board adjourned the Executive Session at 8:19 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 4-0. Commissioner Graves was absent.

Motion

The Board adjourned the Regular Session at 8:19 p.m. on a motion made by Commissioner Kroeger. 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 4-0. Commissioner Graves was absent.

Respectfully Submitted

Jeanette Freeman
Recording Secretary
Sycamore Park District