

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, April 25, 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 6:03 p.m. on Tuesday, April 25, 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, Schulz and Commissioner 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: **Commissioner Graves**

Staff members present were Jeanette Freeman, Director Gibble, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, Lisa Metcalf.

Guests at the Board meeting were:

Steve Benson, Sycamore, IL
Austin Benson, Sycamore, IL

Regular and Consent Agenda Approval – Director Gibble noted we are moving Agenda Item #113 & #114 to before the Supt. of Finance Report.

Motion

Commissioner Tucker moved to approve the Regular Agenda with the changes 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 March 28, 2017 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 4-0. Commissioner Graves was absent.

Motion

Commissioner Schulz moved to approve the March 28, 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 4-0. Commissioner Graves was absent.

Claims and Accounts Approval

Motion

Commissioner Schulz moved to approve and pay the bills in the amount of \$360,770.47.
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

Correspondence –

- DCEDC
- Jeff Clapsaddle– Thank You

Positive Feedback –

- Commissioner Schulz noted she received a \$1500.00 donation
- Commissioner Tucker Commended Terri’s hard work on Trails and she has received positive feedback on our groundbreaking.
- Commissioner Strack noted about the frost delays on the course and that Kirk’s demeanor is great and there is great energy.

Public Input –

Austin Benson, Sycamore IL- Austin noted he was out driving in the park and he went into the fields when he shouldn’t have, and made marks across the fields. This meant that park district staff had to fix it and he wanted to say sorry for wasting our time to fix the fields instead of doing other things. His father added that he wanted to make it right and help pay for the damage.

Accept Bid for Bond Sale – Dave Phillips noted they had the auction this morning and there were 3 bids received. The 4% interest rate was about 25 basis points better than the model. He recommends acceptance of the low bid from Robert W. Baird with an interest rate of 4.0041% and the adoption of the ordinance.

Motion

Commissioner Schulz moved to accept the bid on the bond sale. 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

Adopt Bond Ordinance 05-2017 –

Motion

Commissioner Tucker moved to adopt Bond Ordinance #05-2017: An ORDINANCE providing for the issue of approximately \$7,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2017A, of the District, 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 District, including, but not limited to, the construction of items identified in the District's Vision 2020 Plan, and for the payment of the expenses incident thereto, payable from (a) together with the District's General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, lawfully available moneys in the District's Corporate and Recreation Funds, and such other funds of the District as may be necessary and on hand from time to time and lawfully available for such payment, and (b) ad valorem taxes levied against all of the taxable property in the District without limitation as to rate or amount, and authorizing the sale of said bonds to the winning bidder at a public sale on April 25, 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

Monthly Department Presentation – Supt. of Finance Jackie Hienbuecher gave a report on our Corporate Card Program. She noted this program has been in place for a long time and not many changes have been made to it. Businesses send in their tax bill and we figure how many corporate cards are available to their employees. In 1994 we had 37 businesses and in 2016 we had 5. In 2008, we extended the program to the School District and the City of Sycamore. The City declined. She feels we need to revitalize this program and capture new businesses. She is asking the Board if we extend to the City again, along with now extending to DeKalb County and the Sycamore Library. The Board was ok with revitalizing the program and extending to the governmental entities. Director Gible noted we will bring back any revisions/rules to the Board.

Setting Date for Study Session – Director Gible noted there was no need at this time.

Old Business

Authorize Contract with ERA for Phase II Trail Engineering –

Motion

Commissioner Schulz moved to authorize the contract with ERA in the amount of \$64,379.29 with up to \$2,000 in incidentals to be forwarded to IDOT for authorization. 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.

Open Meetings Training for Public Officials – Director Gibble reminded the Board again to complete the OMA.

Park Tour – At this time there was nothing scheduled.

Status and Issues with Swimming Pool – Director Gibble noted we are down to 2 main things with the pool: One in our control and one less in our control. We are in control of the painting of the basin of the main pool. Supt. of Parks Donahoe noted we need a stretch of dry days and temps above 50. Director Gibble noted the other thing to get worked out is the Bonding of the pool. This will allow us to make sure no electricity passes into the pool from any of the devices that have electricity around the pool. The pool was built to code in 1981 and was bonded. In the construction review process the City required a 3rd party to approve that the bonding was in place. We hired Dave Finney for over \$900 to do that and the inspectors that are working for the City wouldn't take responsibility for Finney's readings. We now have to bring in someone from outside of the community to do another assessment costing about \$7,400 additional. There are only 4 firms in the State of Illinois that do this work, three would not do it because there is no accepted standard to measure, they were too busy, or did not respond to our request. The fourth will do the best they can, even though there is no reading the state or city can site as acceptable.

Review Election Results – Director Gibble noted that Commissioners Strack and Schulz won and they will be sworn in at the May meeting.

Two Week Plan for Recreation Campus – Director Gibble noted that Ken from Ringland Johnson is here to give an update on the recreation campus. Ken noted that the excavator was mobilized on 3-21 and then we had 10 days of rain. He went over what has taken place so far and what is coming in the scheduled.

Modify Paid Leave Policy –

Motion

Commissioner Schulz moved to approve the change in the Paid Leave Policy as presented.
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

New Business

Consideration of Large Events – Director Gibble noted this will be done annually so the Board knows what is going on.

Major Concert Venue Consideration – Director Gibble noted he has been approached by a Sycamore resident to consider the information the Board was given. He would like to get a sense from the Board if we may want to consider setting some fundamental guidelines if we get approached again in the future. Supt. of Parks Donahoe noted they have given us big numbers. He compared it to Storm Days and the number of people at that function. He checked on google earth and determined it would be approximately 3500 cars for the event and he estimated we can only park about 1800 cars without getting on fields. He is concerned about how to get ready for all of this and the damage to our turf. This will be a lot of time involved in this. If the turf is damaged in October it will stay damaged until next spring. He is concerned about a pour down the day before. Commissioner Kroeger asked what was being displaced in order to have this. Program Supervisor Metcalf noted that they had two weekend options. The second choice for the date we only had one program going on in the park. However, the first choice, we have AYSO soccer and girl's softball. Director Gibble noted we need to know the capacity for this park. If we decide to let this happen, we contract with them for a fee to use the Park. They must also have insurance to restore the park to our specifications. His recommendation is the only thing that should go on in our park is our sports events and our small concerts that we hold. The concern of the Board was the damage that would be done to our park and the long-term impact for our sports. Director Gibble noted his response to the promoter will be that this is far beyond what we want impacting our park. The Board was in agreement on this and then suggested coming up with guidelines for these types of events in the future.

Annual Review of Progress on ADA Transition – Director Gibble noted everything was in the staff recommendation and there are no additions on changes.

Dog Park Rules/Fee Recommendation – Program Supervisor Lisa Metcalf noted the Dog Park Committee has met and come up with the rules and fees that are in the staff recommendation. She asked the Board if they have any suggestions or changes to the rules/fees. Commissioner Tucker suggested some language changes and adding no glass allowed. Commissioner Schulz suggested to get with the new City Clerk and these rules, etc.

Motion

Commissioner Schulz moved to approve the Regulations and Fees for the Dog Park with the modifications stated. 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.

Resolution 01-2017 Amending Authorized Signatories– President Strack noted that Resource Bank wanted the Park to do a resolution who is authorized to be on the accounts.

Motion

Commissioner Tucker moved to approve Resolution #01-2017 Amending Authorized Signatories. 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

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:40 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 4-0. Commissioner Graves was absent

#6 The setting of a price for sale or lease of property owned by the public body.

The Board convened to Executive Session at 7:43 pm. The roll was called with Commissioners Kroeger, Schulz, Tucker, and Strack present along with Recording Secretary Jeanette Freeman and Director Gibble.

Motion

The Board adjourned the Executive Session at 8:36 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 8:36 p.m. on a motion made by Commissioner Schulz. 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 4-0. Commissioner Graves was absent

Respectfully Submitted

Jeanette Freeman
Recording Secretary
Sycamore Park District