

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, June 26, 2018**

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 6:06 p.m. on Tuesday, June 26, 2018.

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, 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: **Commissioner Graves**

Staff members present were Jeanette Freeman, Director Gibble, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, and Theresa Tevsh.

**Guests at the Board meeting were:**

John Mayer – ERA  
Paul Borek – DCEDC  
Larry Collins – EC Design Group  
Doug Stice, 715 Cambridge Pl, Sycamore

**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 Kroeger 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 May 29, 2018 Regular Meeting Minutes.  
Commissioner Tucker seconded the Motion.

**Voice Vote**

President Kroeger 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 \$275,088.18.  
Commissioner Tucker seconded the Motion.

#### **Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

#### **Correspondence –**

Splash Fountain Letter  
Sycamore FFA  
Sycamore Community School

#### **Public Input –**

**Doug Stice, 715 Cambridge St., Sycamore** - He helps chair the Spartan Golf Outing. Last year he put a tent in his backyard and gave away hot dogs to the golfers to thank them. He noted that he, Daryl Graves and Director Gibble had a conversation regarding the issue with this. So, this year they rented a shelter this year and they were going to give out a hot dog and Taxco was going to give out a sample drink as a thank you. He noted that Director Gibble had an issue with this, so they cancelled the shelter. He is wondering why they cannot do this. He doesn't see consistency on applying this rule and feels they are being singled out. President Kroeger noted this is not on the agenda and thanked him for bringing it to our attention. President Kroeger noted it can be on the agenda for the July meeting and the policy can be looked at.

#### **Commissioner Strack –**

He would like the Board to look at the next expansion of the Splash Pad to see about putting the stream in that the State would not allow the first time.

He also noted the pitching rubber on Field 12 is down to far.

#### **Positive Feedback –**

- Commissioner Tucker noted the MMNH has received funds from DCCF, an \$8000 Grant from Ideal and \$6000 Grant from Give Dekalb County. They have reduced their hours and hired a new Executive Director. They are installing a new security system, but need a new monitor and asked if they could contact the Park to pay for the monitor. Commissioner Tucker told them the Park would not own the monitor so could not pay anything for it.
- President Kroeger noted that staff has worked really hard. We have had a lot of rain and got the course in shape in the fields with Storm Dayz. He is not sure what keeps moral up and asked staff to let the Board know if there is anything the Board can do to get moral back up. Supt. of Parks Donahoe noted staff just keeps going. With the trees down, we may have to get help and we cannot get equipment out there for a while. Director Gibble

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**Positive Feedback – cont’d.**

noted that he has contacted PDRMA on this damage. He also noted that they are keeping on top of keeping the moral up of staff.

**Presentation by the DeKalb County Economic Development Corporation** – Paul Borek gave a presentation on what they have accomplished and shared what they are planning.

**Monthly Report – Supt. of Golf Operations Kirk Lundbeck** – Kirk gave a presentation on the actual revenue and expenses for the year so far.

**Old Business**

**Golf Course Irrigation Report** – Supt. of Parks Donahoe introduced John Mayer from ERA and Larry Collins from EC Design Group. EC Design Group were hired to start the process of designing a new irrigation system and to help through the whole process. Larry Collins went over the process they have gone through so far and what will be happening now.

**Review Status of Legacy Campus Construction** – Director Gibble noted that President Kroeger asked Ringland Johnson about the closeout manuals and he believes they are waiting for a punch list from Farnsworth. He knows that Ringland has been working on things.

**Action on the Main Bridge at the Golf Course** – Director Gibble noted we are close to having our permit from IDNR. The complication now is our engineers are stating that the bridge now needs to be completely replaced due to further damage rather than the original repair as we have had multiple flood events since the initial damage while waiting for PDRMA to resolve the matter, and IDNR to issue a permit.. Our counsel is close to going to appeal, which would go before a committee of our peers.

**Park Tour Information** – Supt. of Parks Donahoe noted he can do a tour of the Legacy Campus, the Dog Park and Splashpad. It was decided this would be at 5:15 on July 24<sup>th</sup> before the regular Board meeting.

**New Business**

**Board Discussion** – President Kroeger noted that he, Commissioner Schulz and Director Gibble got together to talk about some Board goals they want to put in place. One goal is a succession plan for the Board and they want to start putting into place. Director Gibble asked everyone to put together a list of names and have it an agenda item.

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**Designation of July as PARKS and RECREATION MONTH** – Supt. of Recreation Tevsh noted that NRPA has been doing this for some time. She thought with all of our newness this would be a great time to do this and showcase in July. She used a Proclamation from NRPA and added what was prevalent to Sycamore Park District. Part of the Proclamation is a list of everything we will be doing. We are having a free day for the Splash Pad and an open house for the Community Center.

**Motion**

Commissioner Strack moved to approve the Proclamation as presented. Commissioner Schulz seconded the Motion.

**Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

**Adoption of Prevailing Wage Ordinance** – Supt. of Finance Hienbuecher noted this is something that must be done every year.

**Motion**

Commissioner Tucker moved to approve the Prevailing Wage Ordinance 05-2018 as presented. Commissioner Strack seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the Professional Services Agreement as presented. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

**Annual Review of Board By-Laws** – Director Gibble noted he had nothing to recommend for changes at this time. Commissioner Schulz noted she would like to have something in place for gifting to follow. Director Gibble noted he can contact some other Park Districts to see what they do and email them to the Board.

**Quarterly Capital Funds Update** – Supt. of Finance Hienbuecher noted this is just an update.

**No Trespass Ordinance Information** – Director Gibble noted this is for information only at this point. The Chief of Police wanted to make sure the Board has seen this. It is now going to the City Counsel and wanted the Park District to be ready. Once they have the final language it will be added to our Conduct Ordinance.

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**Sycamore Park District Improvement & Dedication Agreement with Old Mill Park LLC-**

Director Gibble noted he would recommend approval. There are two more formal documents that will have to be approved at the July meeting if Brian Grainger gets his things done and we can get appraisals.

**Motion**

Commissioner Tucker moved to approve the Sycamore Park District Improvement & Dedication Agreement with Old Mill Park LLC as presented. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the Professional Services Agreement as presented. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

**Study Session : Action 2020 Project Timeline Revisions and Impact on Cashflow -** Director Gibble noted he and Supt. of Finance Hienbuecher are providing information on our cashflow and timeline. Supt. of Finance Hienbuecher went over the budget figures for the project. Director Gibble then went over the timeline with all of the start and the projected finish dates.

Director Gibble asked the Board for direction on the Doug Stice request. Supt. of Finance Hienbuecher noted she feels there needs to be some revisions to our policy. She recommends that we contact PDRMA to get their opinion on this and how it impacts our licensing and liability. President Kroeger suggested putting this on the agenda for the July meeting.

**Public Input -**

Commissioner Schulz noted that everyone knows the history on how they got on the Board. With Teds leadership is how we got here to Action 2020 and he kept pushing us forward. The Board then presented a gift of a bike to Ted.

**Motion**

The Board adjourned the Regular Session to go into Executive Session at 8:55 pm on a motion made by Commissioner Schulz for the reasons listed below. The motion was seconded by Commissioner Tucker.

**Roll Call**

President Kroeger called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

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.
  
- 11 Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

The Board convened to Executive Session at 9:00 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 9:35 p.m. and reconvened to Regular Session on a motion made by Commissioner Tucker. The motion was seconded by Commissioner Schulz

**Voice Vote**

President Kroeger 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 9:35 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Schulz.

**Voice Vote**

President Kroeger 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