

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, November 27, 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 6:01 p.m. on Tuesday, November 27, 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 Schulz, Strack, Tucker and Kroeger.**

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, along with Graduate Assistant Hillary Alton.

Guests at the Board meeting were:

Jessica Haka, 311 E. Sycamore St., Sycamore
Mark Jeretina, Speer Financial
Aaron Gold, Speer Financial
Dave Phillips, Speer Financial

Regular and Consent Agenda Approval –

Motion

Commissioner Tucker moved to approve the amended Regular Agenda and the Consent Agenda removing Agenda Item #111. Commissioner Strack 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 October 30, 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 \$91,351.26.

Commissioner Strack 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 – None

Public Input –

Jessica Haka, 311 E. Sycamore. She noted they would love to have a park on the corner of Walnut and Sycamore Street. She noted the County already owns the lot. She put up an online petition and had over 200 plus signatures. She is wanting to know what the next step would be. Director Gibble noted this is the way to start and asked for her to put the petitions together and he will share with the board to give it some thought for the future. We are in the beginning stages of the next long range plan after 2020. We currently have 3 park sites that developers are supposed to have turned over to us for park sites in different neighborhoods. We are still fighting for these, so there are other parks to come online as well. This would include development and maintenance costs. Director Gibble noted the parcels in the neighborhood she is seeking a park for often have title issues. Commissioner Schulz suggested Jessica talk to the County on this since the site Jessica is suggesting is their property and they might not want small kids in a park near the jail. Gibble also pointed out that the forest preserve and Old Mill Park serve their neighborhood.

Positive Feedback –

- Commissioner Schulz asked about a logo on the van. Director Gibble noted we have magnets for when he is on Park business.
- Commissioner Schulz suggested the Board do something for the Grand Opening of the Sled Hill.
- Commissioner Kroeger noted he has run into people that want to donate trees at Wetzel Park. Supt. of Park Donahoe will look into this. Commissioner Kroeger also noted that Doty & Sons would donate a bench for the sled hill. Supt. of Parks Donahoe noted he has already talked to Doty & Sons about this about needing more at the Splash Pad.
- Commissioner Strack noted positive things on the use of the sled hill and the usage of the community center.

Supt. of Recreation Tevsh introduced Hillary Alton and bid farewell to her. She has 2 more weeks and will graduate on 12-15-18.

Hillary Alton went over some of the things she has done for us and what she has learned during her time here. She thanked the Park for having her here and noted she appreciated it. Supt. of Recreation Tevsh then went over the spreadsheets on the machines.

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Monthly Report – Supt. of Golf Ops Kirk Lundbeck- he handed out information on the golf budget summary for 2017 and 2018. He went over the figures comparing the two years.

Plan Commission Report – Commissioner Ted Strack – He noted there was one item that came before the Planning Commission, There was an issue with the setbacks with Old Mill Park over 55 Community. Also, on the South side of Mt. Hunger, Brian Grainger will complete the bike path. It passed the Plan Commission.

At this time Director Gibble asked that Agenda Item #112 be moved to this point in the meeting. Supt. of Finance Hienbuecher introduced Dave Phillips, with Speer Financial. Dave Phillips noted normally they would be bringing the bid results, but the sales did not take place yesterday. So, we now have a Parameters Ordinance now instead of a specific ordinance. The Parameters Ordinance will permit the pricing take place on 12-3-18. Within those parameters, you can approve tonight noting “not to exceed parameters”.

Commissioner Kroeger now read: The next item for consideration is the issuance of, not to exceed, \$524,839 non-referendum general obligation limited tax park bonds to be issued by the District pursuant to Section 6-4 of the Park District Code 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 and to provide the revenue source for outstanding obligations of the District and for the payment of the expenses incident thereto, and that the Board of Park Commissioners consider the adoption of Ordinance 08-2018 providing for the issue of said bonds and the levy of a direct annual tax to pay the principal and interest thereon. The ordinance sets forth the parameters for the issuance of said bonds and sale thereof by designated officials of the District and summarizes the pertinent terms of said parameters, including the specific parameters governing the manner of sale, length of maturity, rates of interest, purchase price and tax levy for said bonds.

Motion

Commissioner Tucker moved to approve Ordinance 08-2018. Commissioner Schulz 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.

Old Business

Review Status of Legacy Campus Construction – Director Gibble noted there are still water issues but not as major as it used to be. A few places that we have had issues with before, we had issues again after this last rain. The areas are the garage door area at the gym and by the door on the track and it has been reported to Ringland. Supt. of Parks Donahoe noted that with the new winter season new things have come up with the heater and it is being taken care of.

Succession Planning – President Kroeger noted they did not meet this month, but plan on meeting in January.

Extension of Agreement for Capital Asset Update and Assessment – Commissioner Kroeger noted this is for the Terri Gibble agreement that ended. Director Gibble noted there is still some work that needs to be completed so he is suggesting extended the date only.

Motion

Commissioner Schulz moved to extend the agreement for Capital Asset and Assessment to 12-31-18. 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.

Staff Structure and Approval of Job Descriptions – Director Gibble noted that staying within budget we are making slight modifications to how we are structuring certain positions. In one case, we are eliminating two IMRF eligible positions, and from that creating one full time position but still staying within the previous approved budget.

Motion

Commissioner Schulz moved to approve the Staff Structure and Job Descriptions as recommended. Commissioner Strack 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.

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Election of Enterprise Zone Representative – Commissioner Strack noted he would be willing to serve as the representative.

Motion

Commissioner Schulz moved to approve Commissioner Ted Strack as the Enterprise Zone Representative. The motion was seconded by Commissioner Tucker.

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.

Amendment to Fee Policy - Supt. of Recreation Tevsh noted that hearing from the Board at the October meeting it was suggested offering a larger value to the military. She is recommending a 25% discount across the board at all of our facilities which can only be used at one facility.

Motion

Commissioner Tucker moved to approve the Amended Fee Policy as presented.
Commissioner Schulz 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.

New Business

Update on Commissioner Elections and Deadlines Director Gible noted he wanted to make sure we are doing what is required by the law as relates to our 3 positions that are open for election April election next year. December 10th starts the petition filing period and a press release will go out tomorrow. December 17th at 5:00 pm is the final filing time at the Community Center. The hours will be 8:30 to 5:00 .

First Review of Capital Budget - Supt. of Finance Hienbuecher noted this is just the first draft of the Capital budget.

Resolution 04-2018 – Determining the Amounts of Money to be Raised by Taxation for the Year 2019 Tax Levy – Supt. of Finance Hienbuecher noted this is an annual event getting ready for the Tax Levy Ordinance next month. It is an estimate based on the numbers she received from the County.

Motion

Commissioner Tucker moved to approve Resolution 04-2018 – Determining the Amounts of Money to be Raised by Taxation for the Year 2019 Tax Levy. Commissioner Schulz 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.

Approval of Professional Services: Auditor – Supt. of Finance Hienbuecher noted she had nothing to add to her recommendation.

Motion

Commissioner Schulz moved to approve Lauterbach & Amen audit services as recommended. Commissioner Strack 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.

First Review of Entry Concept for Sports Complex – Director Gible noted this is mainly informational only. He showed the 3 different concepts. He noted he would like the Boards input on the Mayors idea for an entry and tree memorial for veterans. The Mayor would do the fundraising for the costs for the project, but we do support the idea if he can get it funded.

Public Input - None

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:51 pm on a motion made by Commissioner Tucker for the reason listed below. The motion was seconded by Commissioner Schulz.

Roll Call

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

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.

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The Board convened to Executive Session at 7:56 pm on a motion made by Commissioner Tucker for the reason listed. The motion was seconded by Commissioner Schulz. The roll was called with Commissioners Schulz, Tucker, Strack and Kroeger present along with Recording Secretary Jeanette Freeman, and Director Gibble. 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 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.

Commissioner Strack noted that at some point we have to be sensitive to escalating tax bills. There comes a point where we can't increase forever. He would like to find a way over the next years to start capping that in terms of dollar terms. Director Gibble noted the compromise could be to only take the actual new EAV and TIF adjustments.

Motion

The Board adjourned the Regular Session at 8:24 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Tucker.

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