

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, June 25, 2019**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, held at the Sycamore Park District Community Center Building located at 435 Airport Road in Sycamore, Illinois is called to order at 6:01 p.m. on Tuesday, June 25, 2019.

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 Doty, Graves, Schulz, Tucker, Strack 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: **None**

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

**Guests at the Board meeting were:**

Bill Malm, 344 Mason Ct., Sycamore  
Joe Lind, 28152 Brickville Rd, Sycamore  
Michael Stack, 530 Viking Dr, Sycamore  
Ryan Green, 819 Coventry Circle, Sycamore  
Andrew Kustus, ERA  
Jim Stoddard, 2045 Aberdeen Ct, Sycamore  
Ed Sebright, 213 Fair St. Sycamore

**Regular and Consent Agenda Approval –  
Motion**

Commissioner Graves 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 5-0.

**Regular and Consent Agenda Approval –  
Motion**

Commissioner Strack moved to move Agenda Item #108 An Ordinance Annexing Certain Territory to the Sycamore Park District and #120 Trail Easement for NW Sycamore Development before the approval of minutes. 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 5-0.

### **New Business**

#### **Ordinance 04-2019 – An Ordinance Annexing Certain Territory to the Sycamore Park**

**District:** – Director Gibble the ordinance is what the Park District is required to follow up with when the City takes action when the City takes action.

**Trail Easement for NW Sycamore Development: Ordinance 05-2019:** Director Gibble noted there is a Land/Cash Ordinance so when a developer develops property, they can provide cash in lieu of land or land to meet the requirements of the ordinance. Back when we first reviewed the general concept, we indicated to the City that our sole interest in any kind of dedication or donation of land in lieu of cash be in the form of an easement along Motel Road. So that we can connect eventually down to by the church. This agenda item is the language required for this one parcel, and not the entire annexation. He feels we should wait until we have all the pieces down Motel Road before we do any construction and then go to IDOT for a grant.

There were questions or discussion at this time.

Bill Mum was asking about the mapping the bike trail and how close to the Sportsman Club. Commissioner Strack noted that what Mr. Mum is talking about is for the owner's horses. The Park District has nothing to do with that area. Director Gibble also noted our easement would be along Motel Road only and going east. We will not have anything along the river or adjacent to the Sportsman Club. Commissioner Strack suggested the Sportsman Club talk to the City attorney and the property owner's attorney. The attorney for the developer, Mr. Stoddard, provide the folks present with a copy of the easement, and Gibble promised he would email it to them as well.

#### **Motion**

Commissioner Strack moved to approve Ordinance 04-2019: An Ordinance Annexing Certain Territory to the Sycamore Park District. 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 6-0.

#### **Motion**

Commissioner Strack moved to approve Ordinance 05-2019: Trail Easement for NW Sycamore Development. 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 6-0.

Jim Stoddard noted the Plan Commissioner reviews the plans on July 8<sup>th</sup> and the City Counsel reviews it on July 15<sup>th</sup> as of now. Director Gibble noted the County will not let us file until the City files with the final plat.

**Approval of Minutes –**

**Motion**

Commissioner Graves moved to approve the May 28, 2019 Regular Meeting Minutes.  
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 5-0.

**Motion**

Commissioner Schulz moved to approve the Executive Session Minutes of May 28, 2019 to remain confidential. Commissioner Graves seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

**Claims and Accounts Approval**

**Motion**

Commissioner Schulz moved to approve and pay the bills in the amount of \$180,971.49.  
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 5-0.

**Correspondence –**

North Grove 5<sup>th</sup> Grade Team Thank You

Supt. of Parks Jeff Donahoe noted he received a thank you post card with a picture of the Sycamore High School Softball State Championship team thanking us and he wanted to share with everyone. Jill Carpenter and the whole team signed the card.

**Public Input – None**

**Positive Feedback –**

- Commissioner Graves noted the improvement on the concessions stand and the Pro shop/clubhouse building is beautiful.
- President Kroeger thanked Jeff for getting the concession stand painted in time for the dedication. He also thanked Jeff, Theresa, Sarah, Bob Swedberg and Ted, making it to the dedication.
- Commissioner Graves noted that Kirk has had some pretty outstanding days on the golf course per the monthly report. Kirk noted that 46 days ago we were under water.
- President Kroeger noted he has heard a lot of feedback from the leagues with the correspondence to them. Kirk has been sending a lot of information on weather and results and the guys are very happy about that.

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**Monthly Report** – Supt. of Finance Hienbuecher gave a report on IMRF and the impact the rate increase will have. She then handed out a spreadsheet and went over the figures and what goes into our rate.

**Plan Commission Report** - Commissioner Strack noted they approved the easement on Motel Road and gave preliminary approval on another piece of property in downtown Sycamore.

### **Old Business**

**Executive Director Committee Update** – Commissioner Doty noted he and Commissioner Strack met today and looked at the list of people. They determined three people to ask first. If they cannot, then they will check with two other people on the list. Commissioner Strack noted that after they get the committee established, they will get together. They can then decide what we want, how to advertise and reaffirm the timeline.

**Community Survey Timeline** – Director Gibble confirmed with the Board the August 20<sup>th</sup> meeting with Ron Vine. The next day, Ron will meet with staff.

**Consideration of Retirement Agreement** – President Kroeger noted that he and Supt. of Finance Hienbuecher met and went over several items. He now needs to get with Derke before our next meeting.

**Park Tour Date:** It was confirmed the park tour date will be September 7<sup>th</sup> from 9:00 to 3:00 pm.

**Recommendation to Award Bid for Riverside Park Soccer Complex:** Director Gibble noted that since the board packet went out, they have had a conference call with the low bidder. They did some value engineering and discussed details related to the bids. There will possibly be a pre-construction meeting this Friday.

### **Motion**

Commissioner Strack moved to accept the Base Bid of \$1,649,484.84 from William Charles Construction with the following value engineering: Savings on the enclosures for the port-o-potties, the parking stops and the signage. Commissioner Schulz seconded the Motion.

### **Roll Call**

President Kroeger called for a roll call vote. All commissioners present voted Aye. Motion carried 5-0.

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**Recommendation to Award Bid for Riverside Park Soccer Complex – Cont'd**

**Alternate #1**

**Motion**

Commissioner Schulz moved to approve Asphaltting the Trails at Riverside Soccer Complex accepting Alternate 1 from William Charles Construction in the amount of \$18,616.00. Commissioner Doty seconded the Motion.

**Roll Call**

President Kroeger called for a roll call vote. Commissioners Schulz, Graves, Doty and Kroeger voted Aye. Commissioner Strack voted Nay. Motion carried 4-1.

**Alternate #2**

**Motion**

Commissioner Schulz moved to approve adding 40 additional parking spaces according to Alternate 2 from William Charles Construction in the amount of \$33,341.15. Commissioner Doty seconded the Motion.

**Roll Call**

President Kroeger called for a roll call vote. Commissioners Schulz, Doty and Kroeger voted Aye. Commissioners Graves and Strack voted Nay. Motion carried 3-2.

**Alternate #3**

**Motion**

Commissioner Schulz moved to add in Alternate 3 for the shelters from William Charles Construction in the amount of \$52,007.69. Commissioner Strack seconded the Motion.

**Roll Call**

President Kroeger called for a roll call vote. All Commissioners present voted Aye. Motion carried 5-0.

**Alternate #5**

**Motion**

Commissioner Strack moved to approve Alternate #5 allowance for potential wiring costs from William Charles Construction in the amount of \$22,415.87. Commissioner Graves seconded the Motion.

**Roll Call**

President Kroeger called for a roll call vote. All Commissioners present voted Aye. Motion carried 5-0.

**Quarterly Capital Funds Update:** Per Supt. of Finance Hienbuecher this is just an update.

**New Business**

**Prevailing Wage Ordinance:** Supt. of Finance Hienbuecher noted that we are no longer required to pass an ordinance on the prevailing wage, but we still must pay prevailing wage and it will be posted on the Illinois Department of Labors website.

**Annual Review of Board By-Laws:** Director Gibble noted that De

**Motion**

Commissioner Strack moved to adopt the By-Laws and the changes recommending with deleting the Gift Ban Act. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call vote. All Commissioners present voted Aye.  
Motion carried 5-0.

**Amend FT and PT Personnel Policy Regarding Video Surveillance:**

**Motion**

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

**Roll Call**

President Kroeger called for a roll call vote. All Commissioners present voted Aye.  
Motion carried 5-0.

**Bond Issue Background Information and Discussion:** Supt. of Finance Hienbuecher and Director Gibble went over the cash flow and the different options.

**Motion**

Commissioner Strack moved to authorize the Executive Director to proceed with the timeline, attached, and bring a recommended bid award to September 24, 2019 Regular Board Meeting for a \$5 million bond issue to support Action 2020. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call vote. All Commissioners present voted Aye.  
Motion carried 5-0.

**Public Input** – Commissioner Strack noted that Lisa Cummings inquired if anyone at the Park District would have an interest in spear heading a project so Sycamore could be dedicated as bike friendly.

**Motion**

The Board adjourned the Regular Session to go into Executive Session at 8:11 pm on a motion made by Commissioner Strack for the reason listed below. The motion was seconded by Commissioner Graves.

**Roll Call**

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

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.
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.

The Board convened to Executive Session at 8:17 pm. The roll was called with Commissioners Doty, Graves, Schulz, Strack, and Kroeger present along with Recording Secretary Jeanette Freeman, Director Gible, Supt. of Recr. Theresa Tevsh, and Supt. of Parks Jeff Donahoe.

**Motion**

The Board adjourned the Executive Session at 8:34p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Graves.

**Voice Vote**

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

The Board reconvened to Regular Session at 8:34 pm. The roll was called with Commissioners Doty, Graves, Schulz, Strack, and Kroeger present along with Recording Secretary Jeanette Freeman, Director Gible, Supt. of Recr. Theresa Tevsh, and Supt. of Parks Jeff Donahoe.

**Motion**

The Board adjourned the Regular Session at 8:34 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Strack.

**Voice Vote**

President Kroeger 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