

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, March 31, 2020**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, held at the Sycamore Park District Clubhouse located at 940 E. State St., in Sycamore, Illinois is called to order at 6:01 p.m. on Tuesday, March 31, 2020.

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, 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, and Theresa Tevsh.

**Guests at the Board meeting were:**

None

**Regular and Consent Agenda Approval –  
Motion**

Commissioner Schulz moved to approve the Regular Agenda and the Consent Agenda.  
Commissioner Graves 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.

**Approval of Minutes –**

**Motion**

Commissioner Schulz moved to approve the January 28, 2020 Regular Meeting Minutes.  
Commissioner Doty 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 Jan. 21, Feb. 18, Feb. 24, Feb. 26, 2020 Study Session Minutes. Commissioner Doty 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.

Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday March 31, 2020  
**P 2**

**Motion**

Commissioner Schulz moved to approve the Jan. 21, Feb. 18, Feb. 24, and Feb. 26, 2020, 2020 Executive Session Meeting Minutes 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 Strack moved to approve and pay the bills in the amount of \$517,474.55. Commissioner Doty 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 –**

Self Care Fair – Thank You  
Self Care Fair – Thank You  
Club 55 Instructor – Peggy Gelms Thank You  
US Marine Corps Toys for Tots  
IDNR – Grant  
Ryan Janisch – Email  
Supt. Tevsh handed out one at this time of our Movie in the Park Trailer Logo

**Public Input - None**

**Positive Feedback – None**

**PUBLIC HEARING:**

President Kroeger said: At this time, we will have the Public Hearing on the FY2020 Budget & Appropriation Ordinance 04-2020.

**On an Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for the Sycamore Park District, DeKalb County, Illinois, for the Fiscal Year Beginning on the First Day (1<sup>st</sup>) of January, 2020 and Ending on the Thirty-First (31<sup>st</sup>) Day of December, 2020.**

**Motion**

Commissioner Schulz made a motion to open the Hearing. Commissioner Graves seconded the Motion.

Minutes of the Regular Meeting of the Board of Commissioners

Sycamore Park District

Tuesday March 31, 2020

P 3

President Kroeger asked for any comments from the public and there were none.

**Motion**

Commissioner Schulz made a motion to close the hearing. 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.

**Monthly Report – None**

**Plan Commission Report** - There was no meeting.

**Old Business**

**Executive Director Committee Update** – President Kroeger told staff the Board made an offer to Jeremy Rogers and he has accepted another offer at a different location. At this time, with the current conditions, we are not conducting another search. The Board has asked Dan to delay his retirement.

**Update Regarding the MMNH** – Supt. Tevsh noted the last meeting on 3-13 they had 3 of the 5 members. They are moving along and sticking to the plan. There are no live animals in the building now. She also noted that the Museum gave her their Nicor bill and she now has their Com Ed bill. They have no funds to pay these bills. Supt. Donahoe noted he is checking the building periodically and has the heat down at 60 now since the live animals are out of the building. He also has all the cages and tanks left turned off. Director Gibble noted there were emails from the City about the Museum collection being moved out of the building and saying that the collection belongs to the City. The Museum Board President Josephine has no evidence the City owns the Collection. He also noted that the Museum previous Director has been calling people for money. Rose from the Chamber even called Dan on the animals being taken out of the building. He informed her that the people who donated the animals are given the first chance to take them back and that is who has been taking the animals out. Supt Tevsh noted that Burpee has showed the Museum a permit for taxidermy and they want the collection. The original owner said they would love for the Burpee Museum to have the collection. Director Gibble noted he has emailed the city on the transfer of title and an intergovernmental agreement and has heard nothing back from them.

Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday March 31, 2020  
**P 4**

**Budget and Appropriation Ordinance 04-2020** – An Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for the Sycamore Park District, DeKalb County, Illinois, for the Fiscal Year Beginning on the First Day (1<sup>st</sup>) of January, 2020 and Ending on the Thirty-First (31<sup>st</sup>) Day of December, 2020.

**Motion**

Commissioner Schulz moved to approve Budget and Appropriation Ordinance 04-2020.  
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.

**New Business**

**Review and Approval of Real Estate Agreement for North Grove Crossing** – Director Gible noted this now leaves only two future park sites that are held by Shodeen Development that we are unable to reach an agreement on. Commissioner Schulz suggested a press release on this park being approved and that it now leaves the other two.

**Motion**

Commissioner Strack moved to approve the North Grove Crossing Agreement.  
Commissioner Doty 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.

**Executive Summary** – Recording Secretary Freeman noted this is the first and final version of the executive summary. Commissioner Strack noted we need to revisit our Mission Statement some time.

**Motion**

Commissioner Schulz moved to approve the Executive Summary. Commissioner Doty 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.

**Authorize Treasurer to Transfer Funds -**

**Motion**

Commissioner Strack moved to authorize treasurer to transfer funds. 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 5-0.

Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday March 31, 2020  
P 5

**April Study Session will be on April 21st at 6:00 pm. –**

**Policy on Executive Director Living in Sycamore** – Director Gible noted that President Kroeger asked him to put together this based on the discussion the board had.

**Motion**

Commissioner Strack moved to approve the Policy on Executive Director Living in Sycamore 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 5-0.

**Public Input** –

- President Kroeger thanked staff for all they have done the past few weeks with the changes, working from home and the safe practices going forward.
- President Kroeger noted he has seen people on our playgrounds and asked if we should be taping these off.
- Supt. Donahoe noted we have been instructed not to tape them off.
- Director Gible noted that taping them off makes them more liable and this has come from our attorney.
- Supt. of Tevsh noted that there were a group of people outside our community center building with blankets and their coffee in their chairs under our awning. Director Gible noted our attorney said to let the police handle it.

On regards to Coronavirus (Covid-19) effecting operations, Director Gible noted he wanted to talk about the summer brochure deadline coming up. He has told Supt. Tevsh to hold off on the brochure. He noted that sometime in the next week, he will have a letter sent out to the residents explaining what we are doing, since the Governor has extended the shelter in place until April 30th. He asked the board for their thoughts on what he sent to them earlier. President Kroeger noted we should hold off for another two weeks. He is hearing this is going to get worse. Delay through April and see where we are at then. Commissioner Doty suggested that putting a message in the mailer the summer brochure is delayed so we can give the most accurate information we can. There was more discussion on what can be done with programming, golf, etc. and the cost of it. Director Gible suggested that staff will have a proposal ready for the 4-21 study session and the board can act on it at that time.

Director Gible noted he needs to hear from the Board do we find ways to keep people working and keep them paid or is the board looking for ways to save money. Commissioner Graves noted to continue what we are doing with staff till at least the end of April. President Kroeger noted he wants to continue as we are paying the full staff as long as we can and get through April, May, and June. We need to maintain things, but not go above that. Director Gible asked the board for confirmation to continue status quote through 4-30 and that all full time, IMRF eligible continued to be paid whether they work or not. President Kroeger stated he wants to keep staff as long as possible and the rest of the board agreed with this. Commissioner Strack did ask for a best guess

financially month to month. Director Gibble noted he has the superintendents looking at their budgets now that we are closed through April 30<sup>th</sup>. It will be harder to get what it might look like for May and on. President Kroeger noted that the board will try to make decisions on a month to month basis at this point. Commissioner Doty suggested paying employees through 4-30 and have a conversation at the next board meeting.

Commissioner Graves noted he feels the pool is a big concern. If we hire the kids for the pool and then it doesn't open and then the kids do not have any jobs. Supt. Tevsh noted that the pools were touched on in a webinar and the cost to turn on the pool and then the season is cut short. Commissioner Doty asked what the last date would be for the pool to open it up. Director Gibble noted that Bob and Jeff are already doing work at the pool to get it ready and it could be closed at any time. Commissioner Schulz suggested not doing the brochure this summer to save money and put things out in a different manor. President Kroeger noted that for the golf course there is still maintenance that must be done even if it doesn't open up. With the pool it could open and maybe et 1-2 months. Supt. Lundbeck noted that if you decide later to open the pool, your workforce could have gotten other jobs so you will have no staff. There was more discussion on staffing. Director Gibble noted that we are going to take a loss anyway this summer, so how can we offer something to get some good will from the community. Commissioner Doty suggested going through the process and give the board more time to get more information to make a decision on the pool. Director Gibble suggested that we continue with the interview and hiring process for the pool and make a final decision by 4-21 study session with the board's approval. Supt. Donahoe noted that we can wait to make a decision on the pool, since they can open the pool whenever and it takes about 2-3 weeks to get it completely ready.

### **Motion**

The Board adjourned the Regular Session to go into Executive Session at 8:05 pm on a motion made by Commissioner Schulz for the reasons listed below. The motion was seconded by Commissioner Doty.

### **Roll Call**

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

Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday March 31, 2020

**P 7**

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.
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 8:10 pm. The roll was called with Commissioners Doty, Graves, Schulz, Strack, and Kroeger present along with Recording Secretary Jeanette Freeman, and Director Gibble.

**Motion**

The Board adjourned the Executive Session at 8:41 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Doty.

**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 8:41pm. The roll was called with Commissioners Doty, Graves, Schulz, Strack, and Kroeger present along with Recording Secretary Jeanette Freeman, and Director Gibble

**Motion**

The Board adjourned the Regular Session at 8:41 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

