**Minutes of the Regular Meeting of the Board of Commissioners**

**Sycamore Park District**

**435 Airport Road, Sycamore, Il 60178**

**Tuesday, July22, 2014**

 The meeting was called to order by the President and upon the roll being called, Ted Strack, the President, and the following Park Commissioners were physically present at said location: **Daryl Graves, Bill Kroeger, Michelle Schulz, and Ann Tucker.**

 The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference: **None**

 No Park Commissioner was not permitted to attend the meeting by video or audio conference.

 The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: **None**

Staff members present were Director Dan Gibble, Bart Desch, Jeff Donahoe, Jackie Hienbuecher, Kirk Lundbeck, Lisa White and Recording Secretary Jeanette Freeman.

Guests at the Board meeting were:

John Mataites, 204 Northgate, Sycamore

Michael Liszka, 470 Lincolnshire Drive, Sycamore

Scott Buzzard – CAC Chair

Jessi Haish – Daily Chronicle

Scott Zak – WLBK

Curt Lang, 350 Parkside Drive, Sycamore

**Regular and Consent Agenda Approval** –

**Motion**

Commissioner Schulz moved to approve the Regular Agenda and Consent Agenda. 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 5-0.

**Approval of Minutes –**

**Motion**

Commissioner Schulz moved to approve the June 24, 2014 Regular Meeting Minutes. Commissioner Graves seconded the Motion.

**Voice Vote**

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

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**Motion**

Commissioner Tucker moved to approve the June 24, 2014 Executive Session Minutes to remain confidential. 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 5-0.

**Petition and Public Comment –**

John Mataites, 204 Northgate, Sycamore – He commented on the article in the paper about the Park looking for nine million dollars for expansion. He noted there are many foreclosures in the County and 22 in Sycamore. All leaving because of taxes. He noted that for higher homes it will be more than $90.00 per year increase. He doesn’t feel it will pass and questioned why a dog park would be part of this. President Strack noted this amount would be for the median home and the results from the surveys show a dog park is needed.

Michael Liszka 470 Lincolnshire Drive, Sycamore – He asked if there was a breakdown of how the money will be spent. Director Gibble noted it is in our plan on the website or we can provide a copy for him. Director Gibble left the room and came back with a copy for Mr. Liszka. President Strack noted that we are trying to get 25% funding by grants and donations. Director Gibble noted we spent about 18 months on this plan, and that there were many public meetings and two surveys done. The plan is based on the information brought to us.

**Claims and Accounts Approval**

Motion

 Commissioner Schulz moved to approve and pay the bills in the amount of $192,374.14. 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 5-0.

**Correspondence**

* Shaw Media – DeKalb County’s Finest
* Clubhouse Rental – Judy Waterfield
* Letter to Sandra & James Quiram
* Sycamore Library – Jill Dubicz

President Strack congratulated Kirk Lundbeck and Jeff Donahoe for the DeKalb County’s Finest. He heard there was a record day on Sunday. Commissioner Kroeger noted he golfed on Saturday and there were no carts it was so busy. Players were getting them as soon as they came off. Everyone was out there hustling and staff did a great job. President Strack also commented on the clubhouse rental questionnaire – this is consistently happening with Melissa and her staff.

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**Positive Feedback/Reports –**

* Commissioner Tucker applauded staff. She is hearing positive things from the 9 Hole Ladies and KSO Fund Raiser.
* Commissioner Graves echoed the same thing. The golf course looks great and the parks around town are full. He thanked staff.
* President Strack noted the proactivity that Supt. of Golf Operations Lundbeck put in his report is great. His willingness to help DeKalb Park District find a staff member shows great cooperation.
* President Strack noted he is amazed how many trees Supt. of Parks Donahoe has taken down. He is impressed with how much he gets done. He also noted the efforts to maintain the old maintenance building is great.
* President Strack noted the collaboration Supt. of Recreation Desch is doing with Kishwaukee College, the History Museum, and getting our things on DeKalb County Online. This all helps with awareness.
* President Strack noted there are a lot of really great things going on and appreciates all the effort.
* Commissioner Schulz noted the numbers for the concert in the parks is amazing. This continues to grow. She had people commenting on the golf course and want to know how our course draws this many people. They are very impressed.
* Commissioner Kroeger noted that with the amount of traffic the course is getting, it still looks great. The number of parties outside and how the grounds look is very impressive. He also noted the concerts have been great.
* President Strack noted that there are other people behind the scenes that are not seen like Jackie, Jeanette, and Dan. He noted their efforts are appreciated as well.

**Monthly Presentation –** Supt. of Finance Hienbuecher – Inventory Control in the Field.

Jackie handed out information. She noted the last two years we have been using the EZ Links POS system in the pro shop. This year she added the concession inventory to the POS system. There are challenges with concessions since there are many locations. These include the clubhouse, baseball, pool, beverage cart and catering. She went through the new process for the beverage cart to input into the POS system. Entering the beverage cart in the POS system, improves accuracy and saves time. Next year she wants to set up the other locations and do the same process. This will again help with accuracy in all locations and eliminate so many product transfers. Director Gibble noted that one of the recommendations in the tech study is to get to wireless in the field. He credits Jackie and Melissa with the profit margin in the concession operations being greatly improved. President Strack noted that increased sales and cost reduced is great. Supt. of Finance Hienbuecher noted that Melissa is always checking her pricing with her vendors.

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**OLD BUSINESS**

**Rescheduling Park Tour –** Supt. of Parks Jeff Donahoe noted the date is August 16 from 9:00 to 12:00. They will adjust the schedule as needed as the tour goes on. After the tour there will be a lunch at the Clubhouse. Director Gibble noted this will be open to the public.

**Status of Planning and Site Meetings with Community Groups and Sports Groups –** Director Gibble noted they have been meeting with different organizations regarding issues related to current and future planning. One of the current plans is the dedication of the Dr. John Ovitz Park on October 25th. There have been meetings with Jane Ovitz and Sycamore Creek Homeowners Association. We will be meeting with them again with a first draft of the site plan. Everyone seems to be excited about this.

They will be or have met with Youth Soccer, Kishwaukee Football, Sycamore Football and Sycamore Softball, Youth Baseball on the Vision 20/20 Plans. The ones they have met with seem to very positively support the Vision 20/20 so far.

**NEW BUSINESS**

Recommendation on Fundraising Options for Golf Course Irrigation – Supt. of Golf Operations Lundbeck noted he met with eight to nine people on ideas. Since that time he has had others come to him with ideas on how to raise funds for the irrigation. This shows they have a vested interest. He went over the different ideas and noted this is a good start. He will keep everyone updated. Director Gibble noted the goal in the long range planning was to raise $250,000 towards the cost of the new irrigation. He suggested narrowing it down in the fall to a few ideas. Possibly send out to the golfers and ask them to rank which they are more in support of.

**Update on Grant Applications and Future Applications Deadlines –** Director Gibble noted this is part of the long range plan process. We have received a letter of support from the School District for the trails project. He and Kathy Countryman have talked about applying for the Safe Routes for School Grant together. Deadline is early next year. We are watching the Illinois Department of Transportation ITAP Grant for trails next year. For the Ovitz Park project dedication we will be putting in the park sign and some trees. The Ovitz Family wants to dedicate one tree to Ella who nominated the name of the park. For the second phase we will apply for the IDNR Grant to pay 50/50 match. We have heard that some of the PARC Grants have been announced. They only announced three and the remainders have not been announced. There were 126 applicants – three found out and the rest did not. IDNR is getting a lot of complaints about this. He is not sure when the rest will be announced.

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**Update on Grant Applications and Future Applications Deadlines – cont’d –** President Strack noted the tree being dedicated to Ella is a great idea. He also suggested for trees being donated to have a map in the clubhouse of where the trees are and who donated them. Director Gibble noted we can talk about this more at another meeting. Commissioner Kroeger asked what the amounts are that is available for the grants. Director Gibble noted the three PARC grants that were announced were for Naperville, Aurora and West Chicago and between $2.5 and $3.0 million. There is approximately $25 million available.

**Ordinance 09-2014: An Ordinance providing for and requiring the submission of the proposition of increasing the limiting rate for the Sycamore Park District, DeKalb County, Illinois, to the voters of said Park District at the general election to be held on the 4th day of November, 2014. –** Director Gibble noted the exact language on the ballot question is in the board packet and on the poster. President Strack noted he feels the board is all supportive, but at the end of the day the public will decide. If the people of 1923 and 1970 had not done what they did our community would be so different. Commissioner Schulz noted that many of them got involved with the board because they saw a need for a stronger, better Park District. We have involved the public every step of the way. Director Gibble noted that some of the board got on the board when the Mayor had called a group together because there were concerns about the Park District and its future. He recommends adoption of this ordinance.

 Park Commissioner Schulz moved and Park Commissioner Graves seconded the motion that said ordinance – Ordinance 09-2014 – as presented and read by title be adopted.

 After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said ordinance.

 Upon the roll being called, the following Park Commissioners voted AYE: Daryl Graves, Bill Kroeger, Michelle Schulz, Ann Tucker, Ted Strack, and the following Park Commissioners voted NAY: **None**

 Whereupon the President declared the motion carried and the ordinance adopted and did sign and approve the same in open meeting and did direct the Secretary to record the same in the records of the Board of Park Commissioners of the Sycamore Park District, DeKalb County, Illinois, which was done.

 Other business not pertinent to the adoption of said ordinance was duly transacted at the meeting.

 Upon motion duly made, seconded and carried, the meeting was adjourned.

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**Public Input -** None

**Motion**

The Board adjourned the Regular Session to go into Executive Session at 6:58 pm on a motion made by Commissioner Tucker for the reason listed below. The motion was seconded by Commissioner Graves.

**Roll Call**

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

#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 7:17 pm. The roll was called with Commissioners Kroeger, Schulz, Graves, Tucker, and Strack present along with Director Gibble and Recording Secretary Freeman.

**Motion**

The Board adjourned the Executive Session at 7:50 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 5-0.

**Motion**

The Board adjourned the Regular Session at 7:50 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Kroeger.

**Voice Vote**

President Strack 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