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

**Sycamore Park District**

**Tuesday, November 25, 2014**

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 6:00 p.m. on Tuesday, November 25, 2014.

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 Tucker, Schulz, and Strack. Commissioner Kroger arrived at 6:10 pm**

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. Commissioner Kroeger at this time**

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

Guests at the Board meeting were:

Scott Buzzard – CAC Chair

**Regular and Consent Agenda Approval** –

**Motion**

Commissioner Schulz moved to approve the Regular Agenda and Consent Agenda. Commissioner Tucker seconded the Motion.

 **Voice Vote**

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye.Motion carried 3-0. Commissioners Graves and Kroeger were absent.

**Approval of Minutes –**

**Motion**

Commissioner Tucker moved to approve the October 28, 2014 Regular Meeting Minutes and November 19, 2014 Special Study Session Minutes. 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 3-0. Commissioners Graves and Kroeger were absent.

**Petition and Public Comment - None**

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**Claims and Accounts Approval**

Motion

 Commissioner Tucker moved to approve and pay the bills in the amount of $54,566.93. Commissioner Schulz seconded the Motion.  **Roll Call**

President Strack called for a roll call to approve the motion. All commissioners present voted Aye.Motion carried 3-0. Commissioners Graves and Kroeger were absent

**Correspondence**

* Sycamore Pumpkin Festival
* The Sycamore Chamber
* CH Rental Questionnaire – Annette Metelica
* CH Rental Questionnaire – Carolyn Acosta
* Syc. Schools Financial Ad Comm
* Encap – Larry Stezco Park Burn
* Mrs. Wilmina Ladd letter & Pres. Strack response
* Tom Fewell Letter

**Positive Feedback/Reports –**

* Commissioner Tucker noted this is the first meeting after the referendum and noted excellent job by everyone. She has had people congratulate her and the Park District.
* Commissioner Schulz noted she has had the same thing happening and it’s all good news.
* President Strack noted it has been very positive
* Director Gibble noted that DeKalb Park District gave us applause at our joint meeting with them.

**Monthly Presentation – Superintendent of Finance Jackie Hienbuecher –** Jackie went over the accrued leaves and the three basic leaves that we have which include Vacation, Sick and Comp time. She went over how these are treated on the financial statements.

President Strack noted at this time: Let the record show that Commissioner Kroeger arrived at 6:10 pm.

**OLD BUSINESS**

**IPR Conference Final Details** – Director Gibble noted he wanted it confirmed who was attending. Supt. of Finance Hienbuecher noted she has booked the rooms based on what she has been given at this point. She will be doing registrations on Monday.

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**Reminder of Revised Date for December Meeting**–The December meeting will be on December 23, 2014 at 6:00 pm. We will send out notification.

**Consider of Donation to Bethany Road Sidewalk –** President Strack gave an update on this. He went over the different donations that have been received so far. The path is done and they had enough money to fund all of it. Any donation now would go towards a subsequent project. His reason for wanting us to donate was to have a collaborate effort. Director Gibble noted that until he heard the funds had been raised he was leaning toward donating. This could create cooperation later with other entities. Commissioner Schulz noted that if another project comes up in the future the Board would be open to discussion.

**Consideration of Park Planning Work Proposal –**President Strack noted there is a proposal from Terri Gibble to do grant writing for us. Director Gibble noted this would be for grants and for administration function if we get the grants. President Strack is proposing that we engage Terri Gibble again and she would report to President Strack.

**Motion**

Commissioner Schulz moved to approve engaging Terri Gibble for Park Planning. The motion was seconded by Commissioner Kroeger.

**Roll Call**

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

**Finalizing Plans for Golf Course Fundraising** – The Board noted they liked the proposal. Supt. of Golf Ops Lundbeck went over more information on the proposal.

**NEW BUSINESS**

**Accept Bid for Annual General Obligation Bond –** Supt. of Finance Hienbuecher introduced Dave Phillips with Speer Financial. Dave then congratulated the District on the Vision 20/20. He then noted they took the bids on the bond and the low bid was from Park Ridge Community Bank at 1.03%. He recommends accepting the low bid of 1.03% from Park Ridge Community Bank and then pass the Ordinance before the Board.

**Motion**

Commissioner Tucker moved to accept the bond bid of 1.03% from Park Ridge Community Bank. The motion was seconded by Commissioner Schulz.

**Roll Call**

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

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**Bond Ordinance 10-2014: Consideration and action on an Ordinance providing for the issue of not to exceed $475,000 General Obligation Limited Tax Park Bonds, Series 2014, of the District, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, to provide payment for outstanding obligations of the District and for the levy of a direct annual tax to pay principal and interest on said bonds.**

**Motion**

Commissioner Schulz moved to approve Bond Ordinance 10-2014. The motion was seconded by Commissioner Kroeger.

**Roll Call**

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

**Year-End Budget Projections –** Director Gibble went over the projection changes. He also noted he had provided the Board a summary of each major fund and where the current projections are for the end of the fiscal year.

**Golf Rates for 2015 –** Supt. of Golf Ops Lundbeck noted he gave the Board his recommendation. He noted he does not want to increase rates. He would like to offer discounts for certain days. He would also like the Board to consider an incentive to current pass holders bringing in new people.

**Motion**

Commissioner Kroeger moved to approve the recommendation with the amendment of the additional 5% discount to an existing passholder . The motion was seconded by Commissioner Tucker.

**Roll Call**

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

**Electricity Rates –**Supt. of Finance Hienbuecher went over the rates and her recommendation. She is recommending Utility Management Homefield for 24 months at 0.06448.

**Motion**

Commissioner Tucker moved to approve the electricity rates as recommended. The motion was seconded by Commissioner Schulz.

**Roll Call**

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

Director Gibble noted that next time he may ask the Board for approval for Jackie to strike on the rates before a regular board meeting.

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**Review and Approve 5 Year G.O. Bond/Capital Budget Plan – Supt. of Finance Hienbuecher noted she had given the Board the 5 year Capital Plan. She went over the different items that were moved.**

**Motion**

Commissioner Tucker moved to approve the 5 Year Capital Budget Plan as presented. Commissioner Kroeger seconded the Motion.

**Roll Call**

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

**CAC Members and Organization –** Director Gibble noted if there is a consensus on the Board he can then bring a final proposal next month . There are 4 to 5 potential positions to fill. The next CAC meeting is on December 4th and he and CAC Chair Buzzard would like to discuss this with the CAC at that meeting. President Strack noted he and Commissioner Schulz talked to Director Gibble about what direction the CAC should go. They are suggesting there be separate committees for each area of the Vision and a Board member on each committee. The CAC could become involved on these committees if they have an interest in an area. They could transition from the CAC to the committees. The CAC could reconvene at a later date. President Strack noted that Director Gibble and staff will get together to develop the framework for the committees. Director Gibble noted this will be brought to the Board in January.

**Resolution 01-2014 Regarding Estimate of Levy –** Supt of Finance Hienbuecher noted that we are required to pass this resolution before the passing the tax levy. The hearing for the levy will be at the December meeting.

**Motion**

Commissioner Tucker moved to approve Resolution 01-2014 Regarding Estimate of Levy. Commissioner Schulz seconded the Motion.

**Roll Call**

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

**First review of Fundraising Policy –** Director Gibble noted questions are starting to come up. We need to start thinking about what a name is worth among other things. He also noted we need to think about what we allow groups to put on our fences or fields, etc. He is asking the Board to start thinking about this and a policy on fundraising.

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**Consideration of Future Medical Insurance Rates** Director Gibble noted there have been recent jumps with insurance rates. He is suggesting the Board consider bumping up the threshold that was set by the Board some time ago. This will give us time to take a longer view on how we address this. We are still waiting to hear from BC/BS. President Strack noted he feels Jackie has done a great job maintaining coverage at a reasonable level within the cap for several years. He can’t support putting the additional cost on the staff. He is in support of the proposal. Director Gibble noted he would like consensus of the Board and he would then bring back the operating budget with this included. This would also give more time to hear back from the other carriers. President Strack and the Board gave a consensus of the Board to move forward with the recommendation.

**Public Input -** None

**Motion**

The Board adjourned the Regular Session at 7:51 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 4-0. Commissioner Graves was absent.

Respectfully Submitted,

Jeanette Freeman

Recording Secretary

Sycamore Park District