

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, February 24, 2015**

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, February 24, 2015.

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 Kroeger, Schulz, Tucker and Strack.**  
**Commissioner Graves was absent.**

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 Director Dan Gible, Bart Desch, Jeff Donahoe, Jackie Hienbuecher, Kirk Lundbeck, and Recording Secretary Jeanette Freeman.

**Guests at the Board meeting were:**

None

**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 4-0. Commissioner Graves was absent.

**Approval of Minutes –**

**Motion**

Commissioner Kroeger moved to approve the January 20, 2015 Regular Meeting 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 4-0. Commissioner Graves was absent.

**Petition and Public Comment** - None

**Claims and Accounts Approval**

Motion

Commissioner Tucker moved to approve and pay the bills in the amount of \$78,679.66.  
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 4-0. Commissioner Graves was absent.

**Correspondence –**

- **The Metcalf Family**
- **Midwest Museum of Natural History**
- **CH – Cathy Pivonka**
- **CH – Jackie Shroeder**
- **Toys for Tots Thank You**
- **Sycamore Chamber**

**Positive Feedback/Reports –**

- President Strack noted he talked to a citizen regarding the joint pool concept. He told him there might still be life and the citizen felt this was a great idea. He noted most people he talks to about this feel it would be a great idea.
- Commissioner Kroeger noted he has heard feedback from the older generations and they are against a joint venture. However he doesn't hear that from the younger generation with kids.
- Commissioner Tucker noted the correspondence on the Clubhouse is good. The Clubhouse is a viable option.

**Department Presentation – Supt. of Golf Ops Kirk Lundbeck** – He noted he is going to use the social media more. He will be able to cross promote things. He then went over some of the options available to him. He noted that CourseTrends will be designing the sites and managing them at no additional cost to us. He then went over more of the process.

**OLD BUSINESS**

**Discussion and Possible Action on Enterprise Zone Agreement** – Director Gible noted he put on the agenda in case some action is needed. He understands the School Board has had conversations about potential revisions to their current information but he has received no updates at this time. He will keep the Board posted.

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**Policy on Advertising and Promotion in Parks and Facilities** – Director Gibble noted this version has the revisions based on the last comments. He is recommending adopting this policy. There were a few changes suggested and Director Gibble will make the changes requested.

**Motion**

Commissioner Schulz moved to adopt the Advertising Policy with the corrections. 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.

**Bi-Annual Review of Executive Session Minutes** – Director Gibble noted the wrong year was listed last month for the Executive Session minutes to be released. He is recommending approving with the correct year.

**Motion**

Commissioner Schulz moved to resend the prior motion and move to approve that all of the 2011 Executive Session Minutes except May 24, 2011 and June 7, 2011 be released and that staff be authorized to dispose of all closed session audio tapes more than 18 months old for those meetings that Executive Session Minutes were approved more than 18 months ago. 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.

**Adopting Executive Summary** – Office Manager Freeman noted the Directors significant events were added and everything else remained the same as last meeting. She recommended approval.

**Motion**

Commissioner Tucker moved to approve the Executive Summary as presented. 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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## **NEW BUSINESS**

**Approve February CAC Minutes** – President Strack noted that since the CAC has been re-assigned the February minutes need to be approved.

### **Motion**

Commissioner Schulz moved to approve the February 5, 2015 CAC minutes... 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.

**Award 2015 Paving Bid** – Director Gibble noted the engineers reviewed the bids for no errors. He is recommending approval \$138,028.95 for Royer Asphalt Paving to complete Phase 3 of the paving.

### **Motion**

Commissioner Tucker moved to approve Royer Asphalt Paving for \$138,028.95. 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.

**Approve MOU's** – Supt. of Recreation Desch noted there was one change made throughout all of the MOU's. There were some wording changes that were suggested by our Risk Management company. He is recommending approval.

### **Motion**

Commissioner Schulz moved to approve the MOU's as presented. 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 4-0. Commissioner Graves was absent.

**Annexation Ordinance 02-2015** – Director Gibble noted he is recommending approval. He did suggest that there be a more formal approach when the City annexes property in to then get annexed into the Park District.

### **Motion**

Commissioner Tucker moved to approve Royer Asphalt Paving for \$138,028.95. 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.

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**Discussion on Zoning of South Airport Road and CARLS Farm** – Director Gibble noted there are key things that have to happen before we can break ground. We need to address annexation. He met with the County Planner and the City Manager. He went over the concept plan with them to see what their questions and concerns were. He wanted the Board to know these discussions are going on and all takes time. This all has to be done before any plans are approved.

**Setting of Date for Next Study Session** – The date of March 10 at 6:00 pm is set for the next study session.

**Budget and Appropriation Ord 03-2015** – Supt. of Finance Hienbuecher noted the Board has the draft of the budget and appropriation ordinance and that this is an annual requirement. It will be approved at the March Board meeting when she will have final numbers. We are required to have it posted for 30 days prior to approval, so the ordinance is posted in the Administration office. Supt. of Finance noted she will be a note on the website that it is available in our office.

**Public Input** - None

#### **Motion**

The Board adjourned the Regular Session to go into Executive Session at 6:51 pm on a motion made by Commissioner Tucker for the reasons listed below. 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.

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 6:53 pm. The roll was called with Commissioners Kroeger, Schulz, Tucker, and Strack present along with Director Gibble as Secretary and Recording Secretary Freeman. Commissioner Graves was absent.

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**Motion**

The Board adjourned the Executive Session at 7:02 p.m. and reconvened to Regular Session on a motion made by Commissioner Tucker. The motion was seconded by Commissioner Schulz.

**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.

**Motion**

The Board adjourned the Regular Session at 7:02 p.m. on a motion made by Commissioner Tucker. The motion was seconded by Commissioner Schulz.

**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