

**Minutes of the Special Meeting Study Session of the Board of Commissioners  
Sycamore Park District  
Tuesday, September 30, 2015**

President Strack called the meeting to order at 7:08 p.m.

The Special 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 7:08 p.m. on Tuesday, September 30, 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 Graves, Kroeger, Schulz, Tucker, and Strack.**

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 Director Dan Gible.

**Guests Present at the meeting were:**

None

**Discussion of Matters Related to Action 2020:**

**Fundraising** – Director Gible handed out a copy of the information exchanged since the prior meeting. Sarah was concerned about the comments made about the Park being a taxing body. She suggested doing a Clear Things Up flyer. The Board came to a consensus to go ahead with the flyer. Director Gible noted this could be in the next brochure. The Board would like the other sources of revenue referenced in the flyer along with mentioning the matching component. Also mention how people can get a leaf and what is the cost of it. Director Gible noted they will work on a draft. He noted the fundraising committee should now start talking about how they want to structure the conversations with the groups.

**Timeline for Design Development Process** – Director Gible handed out the tentative timeline. He had the first meeting with Farnsworth Group today. We are moving forward. He wanted the Board to have the tentative timeline available to see they will have to be at certain meetings. He hopes to have a contract for approval at the regular October meeting or earlier if possible. Commissioner Kroeger noted his time opens up after November. Director Gible noted the committees should talk to the architects and engineers before giving their recommendation to the Board. He also noted the demolition of the property will be bid out separately and not put into the Design Development Process.

**Professional Services Contract** – Director Gibble noted he gave the Board the Scope of Services, the Breakout of the Budget. He noted he recommended to Farnsworth we will use a standard contract. He is working on a draft that he will then have counsel review before going further with it.

**Re-Review Staffing Plan** – Director Gibble noted he wanted to give the Board a refresher on the staffing plan. Part of this is part of the Succession Plan. He informed the Board that they need to have a conversation about the position of Executive Director for the Succession Policy.

**Set Date for Next Special Meeting/Study Session** – The Board decided to schedule it for November 3<sup>rd</sup> at 6:30 pm.

**Annexation in NW Sycamore** – Director Gibble went over the proposed annexation map. He noted he read in previous minutes, from the early 2000's, that Ken Anderson commented that developers need to come to the Park Districts and School Districts before any annexation is done. They should talk to the other taxing bodies and he agrees with that statement. The City should tell the developers that they should go to the different taxing bodies to see what they want. Per the zoning of this annexation, this is the least dense, least cost, least invasive zoning category for residential that the City has to exercise. His understanding is this came up in 2009/2010 and nothing happened with it. He wants our Board to talk to about it so we are all on the same page with what our expectations are for this area. Brian Gregory asked him what we want; Brian is saying they have no expectations for parks out in this area. We have a chance with the public hearing to submit something in writing to be placed on public record that this is what the Park Districts expectations are. He has asked Brian to get the owners to agree a wider easement along the North side of Motel Road and in some way get to the river. President Strack noted this property does not go all the way to the river. He said Motel Road makes sense. This area is Sycamore Sportsman Club with the shooting range. Commissioner Schulz noted they need to sit with the City and School District. There needs to be discussion that any future annexations that come up in Sycamore, we want to be part of the discussion and not have the City speak for us. We explained to the City we fully expect there to be bike trails with long term plans to connect to North Grove Road. President Strack noted we would like to see Trails and no ponds and the rest of the Board was in consensus on this. Director Gibble noted he will draft a letter and ask that it be included in the public record. Stating our desire for any development would be that land and/or cash go for easement for trails with goals of making connections.

**Annexation in NW Sycamore- cont'd-** Commissioner Schulz noted we have to be specific and say no horse trails. Director Gibble noted that if we build it, we want to have the shortest route possible and need to say for trails in a route that is mutually agreed upon with the Park, the City and the Developer.

**Executive Director Succession Policy** – Director Gibble noted there is emergency succession, organized succession or leadership development. The piece he gave them originally was intended to be temporary. There was some discussion on the Assistant Director/Superintendent of Recreation position for the future. Director Gibble noted he can put this on the agenda for the next meeting in Executive Session. The Board decided to go into Executive Session to discuss this further.

## **Minutes of September 30, 2015 Special Meeting Study Session**

**Page 3**

### **Motion**

The Board adjourned the Regular Session to go into Executive Session at 8:32 pm on a motion made by Commissioner Kroeger for the reason listed below. 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 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.

The Board convened to Executive Session at 8:33 pm. The roll was called with Commissioners Graves, Kroeger, Schulz, Tucker, and Strack present along with Director Gible as Secretary.

### **Motion**

The Board adjourned the Executive Session at 8:52 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 8:53 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