

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, April 26, 2016**

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, April 26, 2016.

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, Jackie Hienbuecher, Kirk Lundbeck, Lisa Metcalf, 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.

**Approval of Minutes –
Motion**

Commissioner Tucker moved to approve the March 22, 2016 Regular Meeting Minutes, March 8, 2016 Special Meeting Minutes, March 30, 2016 Special Meeting Minutes, April 13, 2016 Special Meeting Minutes, and April 13, 2016 Special Meeting Public Hearing 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.

Motion

Commissioner Tucker moved to approve the March 22, 2016 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 4-0.

Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday April 26, 2016
P 2

Claims and Accounts Approval

Motion

Commissioner Schulz moved to approve and pay the bills in the amount of \$215,278.09.
Commissioner Tucker 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.

Correspondence –

- Clubhouse Rental – Nicholas Doerner
- Sycamore History Museum Thank You – Michelle Donahoe

Public Input – Director Gibble noted that he and President Strack will not be at the May 24th meeting. It was determined there would still be a quorum, so the decision was made to keep the meeting on May 24, 2016.

Monthly Department Presentation – Supt. Of Parks and Facilities Jeff Donahoe – He handed out information about our current playgrounds. We have 13 playgrounds in 11 different parks and he marked where these parks are located at in the information handed out. There are 5 different manufacturers in the 13 playgrounds. Typically a playground will last about 15 to 20 years depending on the use. His staff does a continual inspection of the equipment, which has to be recorded. He also has to attend a Certified Safety Inspection class every 3 years. He went over more of the information in the handout.

Old Business –

Report of Action 2020 Committees – Nothing to report at this time.

Update on Leaf a Legacy – Nothing to report at this time.

Update on Annexation Agreements – Director Gibble noted that on May 5, 2016 there will be a City Council public hearing at 7:00 pm at their City Council chambers regarding this. Commissioner Schulz will be there, but all the Board is welcome to attend.

Recommendation Regarding Construction Management – Director Gibble noted his recommendation is to authorize the Professional Services Group to begin the RFQ process and bring a recommendation to the board of a Construction Manager at the June board meeting. Commissioner Kroeger noted this is the best way to bring on board a contractor we all feel comfortable with. This is common practice to bring on board this way. This will also allow more control on the subs and allow us to be part of the selection of subs. Director Gibble noted we plan on including Farnsworth Group in this process.

Recommendation Regarding Construction Management- cont'd -

Motion

Commissioner Tucker moved to authorize the Professional Services Group, chaired by Bill Kroeger, to begin an RFQ process and bring a recommendation to the Board for the Regular June meeting for selection of a Construction Manager. 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 4-0.

Recommendation on Approval of Professional Services with Farnsworth Group - Director Gible noted he has given his recommendation, but wanted the board to know this amount is slightly higher than the original amount.

Motion

Commissioner Tucker moved to authorize the Executive Director to enter into the attached contract for professional services with Farnsworth Group, for a cost of \$440,000 and up to \$19,000 in incidental costs. 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.

Update/Action on Impact Fees – President Strack noted the two appraisals are back. He took both and averaged. The numbers are saying that impact fees should be reduced by 25%. Later we can do another appraisal if need be. There really was no pushback on this. The builders and realtors have been involved with all of this.

Motion

Commissioner Schulz moved to approve to modify the impact fee factor for land cost per resident to \$564.00 with the understanding that it's not flood plain acres. 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 4-0.

Park Tour – Supt of Parks Jeff Donahoe noted that every year we offer up a park tour and wanted to let the board know about this. He is going to have a park tour for some of the staff anyway. Director Gible suggested coming up with 2 dates for staff and email the board with the dates.

Update on Phase I ESA – Director Gible noted this is for the Harveck land in northwest region. Being part of PDRMA in order for them to insurance property, they require that a Phase I ESA is completed.

New Business -

Consider Large Events – Program Supervisor Lisa Metcalf wanted to make the board aware of the big events in the Park this year. These include the Kish Health System Employee Party, the Kishwaukee Valley Storm Tournament, and the Pumpkinfest 55th Annual Celebration.

Resolution/Ordinance Authorizing Application for IDOT Grant – Director Gibble noted May 2nd is the first day we can submit the IDOT Grant Application and have until June 15th to submit our application. This would be for funds to pay for the engineering cost and construction. This requires a resolution and signature with the resolution. This shows the board has made a financial commitment to our portion of the cost of the project. The board needs to pass the resolution which gives President Strack authorization to sign Exhibit 1, which will be submitted with the grant application. He is recommending the board support the resolution and authorize President Strack to sign the resolution on behalf of the Board. Director Gibble noted that we would pay 20% of the majority of the cost of the project once it is let. We don't even manage the project. If they award the grant, they retain an engineer from IDOT to supervise the project. They do all the work and once the project is done, they bill us for the 20%.

Motion

Commissioner Schulz moved to approve Resolution #02-2016. Commissioner Tucker 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.

Approve Schematic Design for Campus Project – Director Gibble noted this is a good practice. Then come the next election if the board changes there is a formal vote to support the schematic design for this project. He is asking the board to approve the schematic design as reviewed at the April 13th meeting.

Motion

Commissioner Schulz moved to approve the Schematic Design presented tonight from Farnsworth Group. 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 4-0.

Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday April 26, 2016
P 5

Setting of Date for Next Study Session – Director Gibble noted there may be one in June, but no date was chosen.

Public Input - None

Motion

The Board adjourned the Regular Session at 7:05 p.m. 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 4-0.

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District