

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday December 20, 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 6:01 p.m. on Tuesday, December 20, 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 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 Jeanette Freeman, Director Gibble, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, and Lisa Metcalf.

**Guests at the Board meeting were:**

Julie Eggleston, KSRA – 1403 Sycamore Road, DeKalb, IL

**Regular and Consent Agenda Approval –**

At this time, Director Gibble added to the agenda under New Business, Discussion on steel and prefab concrete.

**Motion**

Commissioner Schulz moved to approve the Regular Agenda as amended and the 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 November 22, 2016 Regular Meeting Minutes. 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 5-0.

**Motion**

Commissioner Schulz moved to approve the November 22, 2016 Executive Session Meeting Minutes to remain confidential. 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.

### **Claims and Accounts Approval**

#### **Motion**

Commissioner Tucker moved to approve and pay the bills in the amount of \$331,142.88.  
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 5-0.

#### **Correspondence –**

- Marlyn Burkart – Family Thank You
- DCCF Letter/Newsletter
- Family Service Agency Letter
- Clubhouse Rental – Ellen Matejka

### **Public Input**

- President Strack noted we had agreed to donate \$1000 to Pathway to Live Health DeKalb County and asked when this would be paid. Supt. of Finance Hienbuecher asked for documentation or an invoice from them for backup.
- President Strack noted he had a meeting with the people that are involved with the Kishwaukee River Water Shed. They are talking about doing some cleanup along the river bed to help the water flow from about 1 ½ miles south of us to the Golf Course. They are asking if the Park District would be willing to help fund some of the cleanup being that we own some of the property along the river in this area. Some other parties are paying for the cleanup on their properties and the cost may be around \$5000 to \$10,000. He is not looking for a decision on this tonight, just wanted to bring it to the attention of the board.
- Commissioner Schulz noted she has received phone calls from the neighbors in Wetzel Park reminding us that they are concerned about the parking in their neighborhood when there is practice and/or games at the park. The neighbors wanted to make sure the Park District is talking to the league about their concerns on the parking and safety.

### **Positive Feedback**

- Commissioner Schulz noted it has been a great week.
- President Strack gave accolades to Director Gibble getting us to where we are at and he commented that everyone has pitched in on this.

### **Monthly Department Presentation - None**

**Old Business**

**Agreements to Permit Flagg-Rochelle Park District and Sandwich Park District to Join KSRA – Julie Eggleston** – Director Gible noted this was given to the Board awhile ago and Julie is here to answer any questions if the Board has any concerns on this. He gave kudos to Julie as she did all the leg work on this. Julie noted they are very excited about Rochelle and Sandwich joining them. With them joining they will be going from 3 to 5 Park Districts and will be adding about \$70,000 to their revenue.

**Motion**

Commissioner Schulz moved to approve the Agreement to Permit Flagg-Rochelle and Sandwich Park Districts to Join the KSRA. 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.

**Tax Levy Ordinance** – Supt. of Finance Hienbuecher noted her staff recommendation has all the information.

**Motion**

Commissioner Schulz moved to approve the adoption of Tax Levy Ordinance #09-2016. Commissioner Graves 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.

**Approve Design of Splashpad** – Director Gible noted he just tallied the votes and everyone voted for Design D – this included the Citizens Group, the Board, and staff. He gave the Board an email from Bruce Brown on the proposals which had the bid tabulation on it also. He went over some of the figures. He noted the Board is just being asked to award the equipment cost, and engineering cost this evening. He recommends approving Vortex for the equipment cost and engineering at \$211,815.00.

**Motion**

Commissioner Schulz moved to approve Design D from Vortex for equipment and engineering the total amount of \$211,815.00. Commissioner Graves 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.

**New Business**

**Second Draft of FY2017 Budget** – Supt. of Finance Hienbuecher noted her staff recommendation has pointed out any changes from the first draft. Next month the final version will come back to the board for approval.

**Approve Cleaning Contract – Supt. of Golf Operations Lundbeck** – He noted he sent out 8 and only received 2 back. There was discussion on the current cleaning company and the issues we have had with them. Kirk gave examples of emails to the current company expressing our concerns. Kirk suggested a meeting between Sparkle, Jeff, Jackie and himself to go over all the concerns and issues we have had with them. Also, to let them know if they do not comply with everything, we will not pay the entire invoice. Staff is concerned we are not getting the service we are paying for. The Board agreed with this and Director Gibble said to state clearly to them the contract can be termed at any time if there are issues.

**Motion**

Commissioner Schulz moved to approve the contract for cleaning with Sparkle Janitorial of Sycamore in the amount of \$16,900.00. 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.

**Consider Next Year's Meeting Dates and Times –**

**Motion**

Commissioner Schulz moved to approve the 2017 Board Meeting Dates and Times 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 5-0.

**Consider New Year's Holidays -**

**Motion**

Commissioner Schulz moved to approve the 2017 Holidays as presented. 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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**Update on Recreation Campus** – Director Gibble noted he handed out to the Board the agenda and background information for the meeting on Friday. At that meeting, there will be a vote on the bids for the steel and prefab concrete.

**Setting of Date for Next Study Session** - Nothing at this time.

**Public Input – None**

**Motion**

The Board adjourned the Regular Session to go into Executive Session at 6:40 pm on a motion made by Commissioner Schulz for the reasons 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 6:43 pm. The roll was called with Commissioners Graves, Kroeger, Schulz, Tucker, and Strack present along with Recording Secretary Jeanette Freeman.

**Motion**

The Board adjourned the Executive Session at 7:00 p.m. and reconvened to Regular Session on a motion made by Commissioner Graves. 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.

**Motion**

The Board adjourned the Regular Session at 7:00 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Graves.

**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