

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, March 27, 2018**

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 6:09 p.m. on Tuesday, March 27, 2018.

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, Lisa Metcalf, Kirk Lundbeck and Theresa Tevsh.

Guests at the Board meeting were: None

**Regular and Consent Agenda Approval –
Motion**

Commissioner Schulz moved to approve the Regular Agenda 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 February 27, 2018 Regular Meeting Minutes.
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.

Motion

Commissioner Schulz moved to approve the February 27, 2018 Executive Session Meeting Minutes and to remain confidential. Commissioner Kroeger seconded the Motion.

Voice Vote

President Schulz called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Claims and Accounts Approval

Motion

Commissioner Graves moved to approve and pay the bills in the amount of \$613,976.17.
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 –

- Genoa Area Chamber of Commerce
- Sycamore History Museum – Michelle Donahoe

Public Hearing on FY2018 Budget & Appropriation Ordinance 03-2018

President Strack called for a Motion to open the Hearing:

Motion

Commissioner Tucker moved to open the FY2018 Budget & Appropriation Hearing.
Commissioner Schulz seconded the Motion.

There were no comments from the public.

President Strack called for a Motion to close the Hearing:

Motion

Commissioner Schulz moved to close the FY2018 Budget & Appropriation Hearing.
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 5-0.

Public Input – None

Positive Feedback –

- President Strack noted he is not sure how staff is doing everything.
- Commissioner Schulz noted she is hearing from the public great things and just WOW.
- All the Commissioners raved on the building.

Monthly Report -Program Supervisor Lisa Metcalf- She pointed out that even with all the new things going on, we are still maintaining our existing facilities which includes the Community Pool. There have been some upgrades and changes to the Pool. The brown slat in the fence have been taken down and put in the mesh privacy screens. The guard room now has new flooring which is a poured resin. There is a new Lifeguard chair by the diving well. The bad tree has been removed that we received many complaints on. The rules signage has been improved and looks better. There are new fun brellas in the baby pool area. We will be receiving a new motor. Derek and Assistant Manager Lilia have now been certified in teaching CPR, so this can be taught in house. The OSCAR program has been revamped. Bringing on the Splash Pad as an addition to our Aquatics. Supt. of Finance Hienbuecher noted we are working on connecting the cash register and phone at the pool to our existing system using a point to point wi-fi.

Old Business

Review Status of Legacy Campus Construction – Director Gible noted he gave a copy of the punch list to the Board. The walk through for the outside areas will be done later. He wanted to give the Board an idea of what was on the list and the status of each one.

Emergency Action on Main Bridge – Director Gible noted the Board has received a lot of the advance information on this. He is recommending the Board authorize for this to happen

Motion

Commissioner Schulz moved to authorize this to happen. 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 5-0.

Budget & Appropriation Ordinance 03-2018 –

Motion

Commissioner Tucker moved to approve the Budget & Appropriation Ordinance 03-2018. 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.

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Executive Summary – Office Manager Freeman recommended approval of the final version of the Executive Summary as presented.

Motion

Commissioner Schulz moved to approve the Executive Summary as presented.
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.

Update on Grand Opening – Supt. of Golf Operations Lundbeck noted the VIP formal invitations have been mailed and have started receiving RSVP's. The committee did a dry run of both the Sneak Peak and Grand Opening. On the Saturday of our Grand Opening before the opening there will be a formal dedication at 11:45 for the flag and bench. At the opening everyone will get a bag with information and at 4:00 that afternoon the doors will be open for real. The final event will be a shot to one of the baskets. Tom & Jerrys will be catering the event. OLT donated all the bags that will be handed out. Supt. of Recreation Tevsh noted that is multipurpose rooms there will be boards on easels with information on what is going on at the Campus. Recreation Supervisor Metcalf noted there will be a scavenger hunt during the day as they go around the building.

Consideration of 24/7 Operation – Pathway Fitness – Director Gibble noted this is on the agenda so if after the Executive Session we need to come out and take any action. None was taken.

New Business

Annual Audit: First Review - Supt of Finance Hienbuecher noted this is just a draft for review. There are some things that need to be finalized before the final can be approved. This will be presented at the May Board meeting. She noted the Auditors are encouraging us to eliminate the Enterprise Fund. Director Gibble noted we are not proposing anything right now.

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Quarterly Capital Funds Update – Supt. of Finance Hienbuecher noted this is just an update.

Authorize Treasurer to Transfer Funds – Supt. of Finance Hienbuecher noted these entries are in the draft audit, but we need the Board to formally ratify these transfers to eliminate the negative cash and to transfer excess funds into Action 2020.

Motion

Commissioner Tucker moved to approve the transfer of funds as presented. 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.

Input on Installation of Memorial Plaque at the Good Tymes Shelter – Commissioner Schulz noted this is the 35 year anniversary of the Good Tymes shelter in the park. The Good Tymes group would like to install a plaque on the shelter and do some updating work on the shelter. They would also like to be recognized during one of the summer concerts. They have asked for some seed money for the plaque to get things started. The Board suggested \$250.00 to help them start.

Updating the Conduct Ordinance – Director Gible noted the Board had asked him to broaden the sweep beyond the Legacy Campus for the Non-Smoking. He is recommending everything except the Concerts and the Golf Course.

Motion

Commissioner Schulz moved to approve the changes to the Conduct Ordinance as recommended. 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.

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Changes to Miscellaneous Benefits Based Upon Opening of New CC – Director Gibble noted he is recommending the changes to both the FT and PT Personnel Policy as presented.

Motion

Commissioner Schulz moved to approve the changes to the FT Personnel Policy Item 4-15 and PT Personnel Policy Item 4.5 as recommended. 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.

Public Input - None

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:14 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.

- 11 Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

The Board convened to Executive Session at 7:17 pm. The roll was called with Commissioners Graves, Kroeger, Schulz, Tucker, and Strack present along with Recording Secretary Jeanette Freeman, Director Gibble and Supt. of Recr. Tevsh.

Motion

The Board adjourned the Executive Session at 7:28 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.

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Motion

The Board adjourned the Regular Session at 7:28 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 5-0.

Respectfully Submitted

Jeanette Freeman
Recording Secretary
Sycamore Park District