

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, May 29, 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 6:00 p.m. on Tuesday, May 29, 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 Gible, Jeff Donahoe, Kirk Lundbeck, Steve Tritt 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 Tucker moved to approve the April 24, 2018 Regular Meeting Minutes.
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.

**Claims and Accounts Approval
Motion**

Commissioner Schulz moved to approve and pay the bills in the amount of \$579,699.98.
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.

Correspondence –

- DCEDC Letter – President Strack noted that we had taken a position before on this and wondering what the Board feels at this point. The Commissioners noted they would like to maintain their current position. Director Gibble suggested bringing it back after the board has a chance to listen to Brian on this. The Board welcomes the Director to come to our meeting to see what he has to say and there was a consensus on this. Director Gibble noted they did write a letter of support in our grant application for the Trails.
- IDOT

Public Input –

- President Strack asked what months we agreed to pay the utilities for the Natural History Museum. Director Gibble noted March and April and we have paid those. President Strack asked if any other updates that can be shared. Commissioner Tucker noted they are holding their own and have not asked for more money. Director Gibble noted they have cut their hours and a part time manager.
- President Strack asked about the OSLAD grant status. Director Gibble noted no changes at this point. President asked if we could start work before receiving the grants. Director Gibble noted we would still have to have a City Permit and then IDNR and Army Core of Engineers get involved. There would be a lot of engineer work before we started.

Commissioner Kroeger noted it was impressive getting the Splashpad opened up. There will be more information in Supt. Tevsh report later in the meeting.

Positive Feedback –

- Commissioner Graves noted the brochure was excellent again.

Sycamore Park District Annual Board Meeting and Election of Officers- President Strack called the meeting to order at 6:30 pm. He then turned the meeting over to Director Gibble. Director Gibble noted it is now his duty for the election of the President to open the floor for nominations for the election of the President of the Board of Commissioners for the term of May 2018 through April 2019 so the floor is now open for nominations.

Director Gibble opened the floor for nominations for President.

<u>Office:</u>	<u>Nominee:</u>	<u>Nominated by:</u>	<u>Seconded by:</u>	<u>Vote:</u>
President	Bill Kroeger	Ted Strack	Ann Tucker	(5) Ayes

Director Gibble asked if there were any other nominations for President and hearing none he then closed the nominations for President of the Sycamore Park District and asked for a motion.

Motion

Commissioner Schulz moved to close the nominations for President. Commissioner Tucker seconded the Motion.

Voice Vote

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

Roll Call

Director Gibble called for a roll call to vote on the nomination of Bill Kroeger for President. All commissioners present voted Aye. Motion carried 5-0.

Director Gibble then turned the balance of the nomination process over to the President Bill Kroeger.

President Kroeger opened the floor for nominations for Vice President.

<u>Office:</u>	<u>Nominee:</u>	<u>Nominated by:</u>	<u>Seconded by:</u>	<u>Vote:</u>
Vice President	Michelle Schulz	Bill Kroeger	Daryl Graves	(5) Ayes

President Kroeger closed the floor for nominations for Vice President for the coming year.

Motion

Commissioner Graves moved to close the nominations for Vice President. Commissioner Tucker seconded the Motion.

Voice Vote

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

Roll Call

President Kroeger called for a roll call to vote on the nomination of Michelle Schulz for Vice President. All commissioners present voted Aye. Motion carried 5-0.

President Kroeger opened the floor for nominations for Treasurer.

<u>Office:</u>	<u>Nominee:</u>	<u>Nominated by:</u>	<u>Seconded by:</u>	<u>Vote:</u>
Treasurer	Jackie Hienbuecher	Ted Strack	Michelle Schulz	(5) Ayes

President Kroeger closed the floor for nominations for Treasurer for the coming year.

Motion

Commissioner Tucker moved to close the nominations for Treasurer. Commissioner Schulz seconded the Motion.

Voice Vote

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

Roll Call

President Kroeger called for a roll call to vote on the nomination of Jackie Hienbuecher for Treasurer. All commissioners present voted Aye. Motion carried 5-0.

The following positions will be filled as follows:

Secretary: Daniel Gibble

Recording Secretary: Jeanette Freeman

Legal Services: Ancel, Glink

Audit Services: Lauterbach & Amen, LLP

IAPD Legislative Contact: Commissioner Schulz

Motion

Commissioner Tucker moved to close the nominations for Treasurer. Commissioner Graves seconded the Motion.

Voice Vote

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

Board Member Delegate to State Conference: Commissioner Tucker

Motion

Commissioner Schulz moved to close the nominations for Treasurer. Commissioner Graves seconded the Motion.

Voice Vote

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

FOIA Officers: Daniel Gibble, Kirk Lundbeck– will remain as indicated/recommended.

Open Meetings Act Official: Board President and Vice President– will remain as indicated/recommended.

ADA Coordinators: Kirk Lundbeck and Dan Gibble.

Plan Commission Representative: Commissioner Strack.

Motion

Commissioner Schulz moved to approve all the appointments. Commissioner Tucker seconded the Motion.

Roll Call

President Kroeger called for a roll call to vote on all of the nominations. All commissioners present voted Aye. Motion carried 5-0.

President Kroeger Closed the Annual Meeting for 2018.

Motion

Commissioner Strack moved to close the Annual Meeting. Commissioner Tucker seconded the Motion.

Voice Vote

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

Monthly Report -Steve Tritt – Steve noted there has been a lot of changes on the course this year. First is we removed the Golf Course Foreman position and replaced it with IMRF positions. This should save money in the budget. This is the greenest staff he has ever had since he has been here. There are some growing pains, but good workers and quick learners. The bridge being out has forced them to do some different things with operations and where equipment is stored, etc. They opened up the new bridge on 16 along with 18 and both have been a nice addition. He, Jeff and Brent attended a weekend long controlled burn class. This is a good start in their training to do our own burns.

Old Business

Annual Audit Presentation – Jen with Lauterback & Amen presented the audit.

Motion

Commissioner Tucker moved to approve all the audit as presented. Commissioner Schulz seconded the Motion.

Roll Call

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

Review Status of Legacy Campus Construction – Director Gibble noted he has been asking for a punch list for the rest of the project. There are still a few items on the inside, like the leaks. This week we will walk the campus and make a list to submit to Ringland Johnson.

Action on the Main Bridge at the Golf Course – Director Gibble noted there is no action at this point. The water was low today and the engineers could get in the water. The muscle survey should start on Friday. He noted he had pointed out to our engineer another foot of the west bank dropped off. He keeps sending emails to the adjustor that any further damage while awaiting their decision we are considering their responsibility. He noted that he has informed PDRMA that we are starting as soon as we get the muscle survey and the contractors are available. Originally it was only going to be a week and now it has been three to four weeks.

Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday May 29, 2018
P 6

Update on Plans for Tax Abatement/Incentives – Director Gibble noted he plans to invite Brian Gregory to speak to us.

Ratify City Bid for Asphalt Paving Which Includes Airport Road Trail Extension to Community Center -

Motion

Commissioner Strack moved to ratify the City Bid for Asphalt Paving. Commissioner Schulz seconded the Motion.

Roll Call

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

Ratify Resolution 02-2018, *nun pro tunc*: A Resolution Approving Joint Agreement No.C-93-049-18 Where the Total Project Cost is \$724,850.00 and Confirming Appropriation of Sufficient Funds to Cover the Local Match Set Forth in the Agreement in the Amount of \$144,970 Plus Any Other Amounts Needed in Addition to the ITEP Funds to Complete the Project – Director Gibble noted this is a *nun pro tunc* approval.

Motion

Commissioner Strack moved to Ratify Resolution 02-2018, *nun pro tunc*, - A Resolution of the Board of Commissioners approving Joint Agreement No. C-93-049-18 where the total project cost is \$724,850.00 and that the Board has appropriated enough funds to cover the local match shown on the agreement in the amount of \$144,970.00 and anything beyond the ITEP funds. Commissioner Graves seconded the motion.

Roll Call

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday May 29, 2018
P 7

New Business

Ratify Professional Services Agreement -

Motion

Commissioner Tucker moved to Ratify the Professional Services Agreement with Terri Gibble in the amount of \$6800.00. Commissioner Schulz seconded the Motion.

Roll Call

President Kroeger called for a roll call to approve the Professional Services Agreement as presented.. All commissioners present voted Aye. Motion carried 5-0.

Consider Disposal of Surplus Equipment – Ordinance #04-2018 - Supt. of Parks Donahoe noted we have done this in the past. When we clean out things, this is legally how we must do it.

Motion

Commissioner Strack moved to approve Ordinance 04-2018 and authorize staff to proceed with the sale of surplus equipment and material identified in the recommendation. Commissioner Graves seconded the Motion.

Roll Call

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

Plan Park Tour – Supt. of Parks Donahoe noted we offer this every year to see if the Board if any interest park tours. Commissioner Schulz suggested it being offered as an option of the public service groups.

Consider Playground Donation – Director Gibble noted he is recommending approval. Commissioner Strack asked if this would be available to the public after school hours. Director Gibble noted we approached the School District 2 years ago when we were getting ready to renovate the playground that South Prairie School uses heavily. They were unable to help with that at all. He noted that if using public funds, then it must be available to the public outside of school hours.

Motion

Commissioner Strack moved to make \$1000 donation if it is available to the public outside of school hours, but if it is not then we donate zero. Commissioner Schulz seconded the Motion.

Roll Call

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

Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday May 29, 2018

P 8

Report of Plans for Opening Splashpad – Supt. of Recreation Tevsh noted now that we are open she has numbers for the Board. On Monday, we had a total of 209 people through the door, the second day there were 196, and on Memorial Day there were 169. She went through more figures on attendance and our capacities. They kept track of any comments made during this time. Commissioner Graves asked if there was anything that can be done to improve the shade. Supt. of Recreation Tevsh noted she is going to get the costs on an umbrella with a base. She went over more figures on the Community Center.

Deed of Gift to DeKalb County History Center - Director Gible noted this is a formality that we have someone taking care of our records. He met with Sarah Rex and Michelle Donahoe about a year ago to start a research project in preparation for our 100 year anniversary.

Motion

Commissioner Schulz moved to authorize the Deed of Gift for Photos from the Park District to the DeKalb County History Center. Commissioner Graves seconded the Motion.

Voice Vote

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

Public Input -

Motion

The Board adjourned the Regular Session at 7:55 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Schulz.

Voice Vote

President Kroeger 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