

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, February 6, 2019  
\*The January meeting was cancelled and rescheduled for February 6<sup>th</sup>\***

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, February 6, 2019.

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 Schulz, Strack, and Kroeger.**

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: **Daryl Graves and Ann Tucker.**

Staff members present were Jeanette Freeman, Director Gibble, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, Theresa Tevsh, Sarah Rex and Intern Justin Genz

**Guests at the Board meeting were:**

Derke Price – Ancel Glink  
Jonathan Koepke, Encap Inc.  
Melissa Wheeler, Encap Inc.  
Ben Doty, 254 Wendy St., Sycamore

**Regular and Consent Agenda Approval –**

**Motion**

Commissioner Strack moved to approve the amended Regular Agenda and the Consent Agenda moving Regular Agenda Item, Resolution 01-2019 Regarding Membership in the PDRMA Property/Casualty Program under Old Business to **prior to the** New Business and after the Plan Commission Report. 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 3-0. Commissioners Graves and Tucker were absent.

**Approval of Minutes –**

**Motion**

Commissioner Schulz moved to approve the December 18, 2018 Regular Meeting Minutes. Commissioner Strack seconded the Motion.

**Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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**Motion**

Commissioner Strack moved to approve the December 18, 2018 Executive Session Meeting Minutes to remain confidential. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Claims and Accounts Approval**

**Motion**

Commissioner Strack moved to approve and pay the bills in the amount of \$250,626.48. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Correspondence –**

Pay-It-Forward House Thank You

**Public Input –**

Supt. of Recreation Tevsh introduced our Intern Justin Genz. Justin said a few words about himself and the projects he has been working on for the Park District. He also thanked Theresa, Dan and the Park Board for giving him this opportunity.

**Positive Feedback –**

Recreation Supervisor Elm Rex noted the Park Partner Award is something that we do every year. This is the first time we are honoring a business and Encap is the winner. She thanked Jonathan and Melissa for being here and noted 2018 was a huge year for us. Encap has proven to be on our side and putting the more in Sycamore. Supt. of Parks Jeff Donahoe presented the award to Jonathon and Melissa of Encap. He noted that we have been working with Encap for about 10 years now, starting with Old Mill and Larson Park. They have gone above and beyond to help us, including securing a grant from DCCF. They have made generous donations for the new dog park, which included 60 trees. He thanked them for working with us and it has been great working with everyone at Encap. Jonathon said a few words and thanked the Park District.

**Monthly Report –** Supt. of Recreation Hienbuecher went over the EFT process for the Community Center monthly billings.

**Plan Commission Report – Commissioner Ted Strack –** He noted there was no meeting.

**Motion**

Commissioner Schulz moved to adjourn the Regular Session at 6:33 pm to go into Executive Session for the purpose of Litigation. Commissioner Strack seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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 6:34 pm. The roll was called with Commissioners Schulz, Strack and Kroeger present along with Recording Secretary Jeanette Freeman, Director Gibble, Counsel Derke Price, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, and Theresa Tevsh.

**Motion**

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

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Old Business**

**Update and Action on Bridge Matters/Resolution** – Director Gibble noted there is a meeting tomorrow with the contractor and they should be starting tomorrow on the demo.

**Update and Approval of any MOU's** - Supt. of Recreation Tevsh noted they made updates to the existing MOU's now that the Community Center is done.

**Motion**

Commissioner Schulz moved to approve the MOU's as presented. The motion was seconded by Commissioner Strack.

**Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Final Review and approval of Operating Budget –**

**Motion**

Commissioner Strack moved approve the 2019 Operating Budget as presented.  
Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Refresher on Dog Park Rules** – Supt. of Recreation Tevsh noted this is just a review. There was a contest earlier and the winner won a lifetime of dog park entrance. The person that won is Nardy Hennigan. The dedication day will be May 4<sup>th</sup> with the ceremony at 1:00 pm. Ribbon cutting.

**Consider Golf Course Irrigation Bid** – Director Gibble gave kudos to Jeff Donahoe, Steve Tritt and bidding process to get us to this point. Supt. of Park Donahoe noted we received 4 bids and got it down to budget. There are two alternates and we will go above budget by about \$27,000 if we do both. Inline filtration system for \$17,700 and Removal of old heads/control boxes for \$10,000.

**Motion**

Commissioner Strack moved to approve Midwest Irrigation contractor in the amount of \$1,227,633.00 to include the \$17,700.00 for the Inline Filtration System and \$10,000 for the removal of old heads/control boxes. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Final Review and Approval of Executive Job Description** - Commissioner Schulz noted there was nothing to add. This is what was decided on and had the input of everyone.

**Motion**

Commissioner Schulz moved to approve the updated Executive Director Job Description as presented. Commissioner Strack seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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### **New Business**

**Professional Services Work Agreement for OSLAD and ITEP Grant Services** - This has been updated and is for Terri Gibble for the Grant writing and Grant supervision.

#### **Motion**

Commissioner Strack moved to approve the agreement as presented. 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 3-0. Commissioners Graves and Tucker were absent.

### **Bi-Annual Review of Executive Session Minutes -**

#### **Motion**

Commissioner Schulz moved to approve the Review of the Executive Session Minutes as presented. The motion was seconded by Commissioner Strack.

#### **Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

### **Tax Abatement for Alternate Bonds -**

#### **Motion**

Commissioner Strack moved to approve Tax Abatement for Alternate Bonds for Bond 2015A Ordinance 02-2019. Commissioner Schulz seconded the Motion.

#### **Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

#### **Motion**

Commissioner Strack moved to approve Tax Abatement for Alternate Bonds for Bond 2017A Ordinance 01-2019. Commissioner Schulz seconded the Motion.

#### **Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Resolution 01-2019 Regarding Membership in the PDRMA Property/Casualty Program -**

**Motion**

Commissioner Strack moved to table Resolution 01-2019. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Discussion—**

Director Gibble noted that we cannot vote on this, but we can come to a consensus on matters relating to the meeting schedule and OSLAD.

Meeting schedule: President Kroeger noted that the Feb, 26<sup>th</sup> meeting will be replaced with the March 19<sup>th</sup> meeting and that will take care of the February 26<sup>th</sup> meeting and the March 26<sup>th</sup> meeting. The March 19<sup>th</sup> meeting will be held at the Community Center. The April meeting will be on the regular scheduled date of 4-23-19. There was a consensus on the board to move the Feb. 26 to March 19<sup>th</sup> at the Community Center and cancel the March 26<sup>th</sup> meeting, starting back on the regular schedule on the 4-23 meeting.

OSLAD Grant: President Kroeger noted we did not receive the OSLAD for \$400,000 that we were going to use for the Soccer fields. Director Gibble is trying to find out answers as to why on this. He was told if you did not go to the presentation you would be disqualified but there were park districts that did not show up and yet received grants. We cannot see our score sheet, but he has requested incite as to where we scored fewer points but has not heard back yet. In the meantime, we need to assume we are not getting the grant and move forward. We have made promises to the youth sports organizations and they have donated dollars. He has come up with three options:

1. Go ahead and cut something else.
2. Apply again this year.
3. Downsize, simplify- remove amenities, focus fields, parking, water and cut \$400,000.

Commissioner Strack noted we need to show progress. There was a consensus from the Board for option 3. Director Gibble asked that we let staff and engineers see where we can cut some corners to see how close we can get to the \$400,000. He will bring the suggestions back to the Board and continue ahead with the soccer fields.

**Public Input** – President Kroeger noted he has gotten feedback from the public. They are happy with the park keeping the paths clean with the weather we are having. He also wanted to thank staff for checking on the buildings during the cold spell.

**Motion**

The Board adjourned the Regular Session to go into Executive Session at 7:55 pm on a motion made by Commissioner Schulz for the reasons listed below. The motion was seconded by Commissioner Strack.

**Roll Call**

President Kroeger called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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.
12. 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 8:01 pm. The roll was called with Commissioners Schulz, Strack and Kroeger present along with Recording Secretary Jeanette Freeman, Director Gible.

**Motion**

The Board adjourned the Executive Session at 8:03 p.m. and reconvened to Regular Session on a motion made by Commissioner Strack. The motion was seconded by Commissioner Schulz.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

While back in regular session the following motion was made and approved.

**Motion**

Commissioner Strack moved to approve a one time additional 40 hours of vacation for Director Gible. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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**Motion**

The Board adjourned the Regular Session at 8:05 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Strack.

**Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

Respectfully Submitted

Jeanette Freeman  
Recording Secretary  
Sycamore Park District