

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, September 17, 2019**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, held at the Sycamore Park District Community Center Building located at 435 Airport Road in Sycamore, Illinois is called to order at 6:03 p.m. on Tuesday, September 17, 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 Graves, 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: **Commissioner Doty. He arrived at 6:45 pm.**

Staff members present were Director Gible, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, and Theresa Tevsh.

Guests at the Board meeting were:

Speer Financial

Regular and Consent Agenda Approval –

Motion

Commissioner Schulz moved to approve the Regular Agenda and the Consent Agenda.
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 4-0. Commissioner Doty was absent at this time.

Approval of Minutes –

Motion

Commissioner Schulz moved to approve the August 27, 2019 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 4-0. Commissioner Doty was absent at this time.

Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$222,673.94.
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 4-0. Commissioner Doty was absent at this time.

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Correspondence –

Meg Messerich Baby Announcement
Jeff & Mary Lu Strack Thank You
Pumpkinfest – Rose Treml Letter

At this time there was a motion to move certain agenda items.

Motion

Commissioner Schulz made a motion to move Agenda Item #65 and #66 up to before Public Input. 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 4-0. Commissioner Doty was absent at this time.

Award Bond Sale – Supt. of Finance Hienbuecher noted we had the bond sale this morning. Director Gibble noted we had 25 bids from four bidders. The low, best bid was from Robert W. Baird and Company from Milwaukee, Wisconsin at 2.3766%.

Motion

Commissioner Schulz moved to accept the bid as presented. 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 4-0. Commissioner Doty was absent at this time.

Ordinance 06-2019 providing for the issuance of approximately \$5,100,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2019A, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the Park District, including, but not limited to, the construction of items identified in the District's Vision 2020 Plan, and the payment of the expenses incident thereto, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

Motion

Commissioner Strack moved to approve Ordinance 06-2019. 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 4-0. Commissioner Doty was absent at this time.

Public Input – None

Positive Feedback –

- Commissioner Schulz noted the Mayor's wife Karen Lang is an artist. She told Michelle that she walks through our parks and then does painting of them. She has given the Park District her collection of paintings for the Park to use as sees fit.
- Commissioner Schulz & President Kroeger noted the irrigation guys are doing an amazing job. The guys are very courteous and putting everything back so it is not visible when they have worked.

Monthly Report – Supt. of Parks Jeff Donahoe-Irrigation System Install – These guys are very professional and great to work with. They work 4 days a week since they drive from Iowa, so they are here from 6:30 in the morning working until 7 at night. He then went over the timeline when the work will be done, weather depending and the details on what they are doing.

Plan Commission Report - Commissioner Strack noted there were 3 things that were worked on. The Morning Star Media building will be turned into a counseling center so needed formal approval.

St. Marys' Church wants to demolish the house on the corner. They are saying the foundation has been compromised.

Jim Mason who owns the St. Albans Green complex. He is asking for things past the regulations on file now. The Plan Commission noted he needs to stay with the regulations on file.

There will be an Enterprise Zone Meeting Thursday where they are going to revisit the rules.

Old Business

Executive Director Committee Update – Commissioner Strack noted that he and Commissioner Doty will be getting together to pick dates for the initial meeting of the committee. At this meeting they will give the members of the committee a starting point, a job description and talk about what we want in a Director, etc.

Update on Trail Easements/Acquisitions – Director Gible noted that he has recorded both the Ehrler and Manzcko acquisitions. We are still waiting for any signals from the City. We have been delayed now until January to let the project. His understanding is that one of the main issues that remains is that the City went ahead and sold property to the County and it included footage that was previously agreed to by the City to give to the State in the swap for the trail project. So now there is deed and a plat of survey and an agreed to sale for land that had originally been approved by the State after the City agreed to provide that land. Now we have to pay an engineer to have a new plat done and the City has to have a new plat done as well. The timeline to bid keeps getting moved further out. We gave our timeline to the City over a year ago. We have missed the cutoff for the

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Update on Trail Easements/Acquisitions- cont'd

November letting, so now we have to wait until January to let the project. We have until mid November to get the City and State in line. Commissioner Strack asked if there is a timeline on the Grant we received and Director Gible responded 2 years to let the project. He noted he will get the exact date when we received the Grant. President Kroeger asked Director Gible to get to he and Commissioner Strack what our timeframes are and see if we need to push on this.

Commissioner Doty arrived at 6:45 pm.

Quarterly Capital Funds Update – Supt. of Finance Hienbuecher noted this is just an update of where things stand at this time.

Update on Soccer Complex Project – Director Gible noted that as of last week, all but two fields are prepped for seeding. Hopefully seeding in the next week or so. There have been some delays due to wet weather. There is a delay in the well, because the County is now requiring a State submittal for permit. Our well subcontractor noted that he has been assured that the permit will be turned around in a week.

Update on Pool Assessment – Director Gible noted they were to meet today, but he cancelled the meeting for today. He wanted more time after receiving the report to go over the report. They will meet in the next week or so.

Golf Course Irrigation Update – Supt. of Park Jeff Donahoe – this was already talked about in the Monthly Report.

Community Wide Survey Discussion/Input – Director Gible noted that he and Sarah gave him the input from everyone. Sarah has been working with the Distribution Firm that is sending out the survey. Close to having the final survey instrument.

Park Tour: September 21, 2019 – Director Gible noted the binders were handed out to the Board tonight so the Board has time to look over it. There was discussion who from the Board could attend the park tour and if it should be rescheduled. Director Gible noted that the rest of the Board have been to the parks, but there is a lot more information that would be shared by Jeff and his staff about each park. The only Board member that can now make the tour is Commissioner Doty, so it was decided to just take Commissioner Doty on the tour with staff.

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New Business

Illinois Association of Park Districts “Best Friend of Parks Award” to ENCAP – Director Gibble wanted to make sure the Board was aware of this and the date that the award will be presented if any of the Board would like to attend.

Approve Training and Development for Facility Supervisor – Supt. of Recreation Tevsh noted that with Lisa being in her new role as Facilities Manager, she wants to get her continuing education. We would like to send her to this three-day conference and would like the Board approval.

Motion

Commissioner Strack moved to approve sending Lisa Metcalf to training. 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.

Initial Analysis of Minimum Wage Increases on Operating Budget – Supt. of Finance Hienbuecher noted she gave the Board a lot of information on this. She also noted that staff has to look at what this additional cost means when we start doing the budget process. Also, how we are going to be able to manage the additional cost and make some decisions based on that. Director Gibble noted staff started talking about this beginning of summer and want to keep the Board aware of it. He also noted that at the end of the 4 years it will be about \$188,000. Supt. of Finance Hienbuecher noted that IAPD did help in getting the Under 18 exemption in for Parks. Currently if under 18 we can pay .50 cents less and starting January 1st we can pay them \$2.00 less.

Public Input – None

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 Strack.

Voice Vote

President Kroeger 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