

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, January 28, 2020**

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 6:01 p.m. on Tuesday, January 28, 2020.

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 Doty, 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 Graves.**

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

**Guests at the Board meeting were:**

Steven Muenz, St. Charles, ED Candidate

**Regular and Consent Agenda Approval –  
Motion**

Commissioner Schulz moved to approve the Regular Agenda and the Consent Agenda.  
Commissioner Doty seconded the Motion.

President Kroeger noted he had questions on the Consent Agenda and Commissioner Strack asked for Supt. Of Finance report to be pulled for questions.

President Kroeger asked about ATM options. Supt. Of Finance Hienbuecher noted nothing has come up that is cost effective yet.

Commissioner Strack asked about the Actuary updated the OPEB Valuation. Supt. Of Finance Hienbuecher noted this is the valuation of our liability for what we owe on employee benefits.

Commissioner Strack asked about the High School Panel. Supt. Of Parks Donahoe noted that Nicholas planned this and Kara Pointer from the High School had her students attend. Staff talked to them about how we got our start in our careers.

**Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

**Approval of Minutes –  
Motion**

Commissioner Strack moved to approve the December 17, 2019 Regular Meeting Minutes. 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 4-0. Commissioner Graves was absent.

**Motion**

Commissioner Schulz moved to approve the August 20, 2019 Study Session 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 Graves was absent.

**Motion**

Commissioner Schulz moved to approve the November 26, 2019 and December 17, 2019 Executive Session Meeting Minutes to remain confidential. 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 4-0. Commissioner Graves was absent.

**Claims and Accounts Approval**

**Motion**

Commissioner Strack moved to approve and pay the bills in the amount of \$587,498.21. 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 Graves was absent.

**Correspondence – None**

**Public Input**

**Positive Feedback –**

- Commissioner Schulz noted she had talked to a lady in the dog park. This person told her ours was the finest dog park and a lot of thought went into it.
- President Kroeger gave his thanks again for the holiday party everyone had a great time. He asked to pass this on to the staff that worked on it.

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**Monthly Report – Supt. Of Parks Donahoe:** Supt. Donahoe noted he wanted to let the Board know about our ponds and how we take care of them. We have 9 ponds that we are responsible for. Since Director Gibble came here we have changed the pond maintenance to naturalizing them. He went through the different processes and the cost savings in the current methods to take care of our ponds.

**Plan Commission Report** - There was no meeting.

**Old Business**

**Executive Director Committee Update** – Commissioner Strack noted they had their first round of phone interviews last week and the second round will be this week. He noted they might do another round of phone interviews if needed. They will then turn over the candidates to the Board and go from there. He also noted they wanted to have the first round done by the end of January. Then have a set of candidates for the Board by middle February. By mid March bring the candidates in to meet with staff and Board.

**Golf Course Irrigation Update** – Supt. of Park Jeff Donahoe noted he is hoping for a better spring. He will be doing a 2 day training on how this new system runs and he will train other staff later.

**Update on Pool Assessment Information** – Director Gibble noted the packet included the information on this. It also includes his recommendation to authorize the use of \$100,000 from the Action 2020 fund to address Jeff’s list of items from the pool assessment that we feel is the most urgent to take care of. He cautioned the Board on this, though. He noted when you send plans to IDPH for work, what else might be thrown in or what the City will throw in. Then when you start the work, you don’t know what else might be found.

Commissioner Strack noted he was concerned about dipping into the Action 2020 and what would not get done because of this. Supt. of Finance Hienbuecher noted we would be earning interest on the funds. Also, the timing of some projects being pushed off could increase some of our interest earnings. Director Gibble noted staff was charged by President Kroeger with coming back with a list of what really needs to be done. This would need to be done before the pool opens for the season. The capital budget had already been done, so Action 2020 would be the only source of funds.

There was more discussion on this. Commissioner Schulz suggested having meetings with the public to educate them on the pool. After more discussion, it was decided to pull the flooring out of the list for now.

**Motion**

Commissioner Strack moved to approve as presented excluding the flooring.

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 4-0. Commissioners Graves was absent.

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**Final Review and Approval of Annual Operating Budget** – Supt. Of Finance Hienbuecher noted this is the final draft of the Operating budget. There was some discussion on the budget.

**Motion**

Commissioner Strack moved to approve the 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 4-0. Commissioner Graves was absent.

**Update Regarding MMNH** – No update

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

**Motion**

Commissioner Strack moved to approve the Review of the Executive Session Minutes as presented. 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 4-0. Commissioner Graves was absent.

**Discussion Regarding Terri Gibble contract Extension:**

**Motion**

Commissioner Schulz moved to approve Terri Gibble contract extension until 12-31-2020.  
Commissioner Doty 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 Graves was absent.

**New Business**

**Ordinance #01-2020 Annual Abatement Ordinance: Ordinance abating the tax hereto levied for the year 2019 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2017A, of the Sycamore Park District, DeKalb County, Illinois**

**Motion**

Commissioner Schulz moved adopt Annual Abatement Ordinance 01-2020.  
Commissioner Doty 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 Graves was absent.

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**Ordinance #02-2020 Annual Abatement Ordinance: Ordinance abating the tax hereto levied for the year 2019 to pay the debt service on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, of the Sycamore Park District, DeKalb County, Illinois –**

**Motion**

Commissioner Schulz moved adopt Annual Abatement Ordinance 02-2020.  
Commissioner Doty 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 Graves was absent.

**Ordinance #03-2020 Annual Abatement Ordinance: Ordinance abating the tax hereto levied for the year 2019 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2019A, of the Sycamore Park District, DeKalb County, Illinois –**

**Motion**

Commissioner Schulz moved adopt Annual Abatement Ordinance 03-2020.  
Commissioner Doty 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 Graves was absent.

**Prioritization Exercise on Assets, Equipment and Programs** -Director Gibble held an exercise with staff and board on to start thinking about what we think our priorities are.

**February Study Session will be on February 18th at 6:00 pm at 435 Airport Rd.**

**Public Input** – There was none.

**Motion**

The Board adjourned the Regular Session at 8:15 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 4-0. Commissioner Graves was absent.

Respectfully Submitted

Jeanette Freeman  
Recording Secretary  
Sycamore Park District