**Minutes of the Regular Meeting of the Board of Commissioners**

**Sycamore Park District**

**Tuesday, April 22, 2014**

President Strack called the meeting to order at 6:00 p.m.

The roll was called with Commissioners Kroeger, Schulz, Tucker and Strack present. Commissioner Graves was absent. Staff members present were Director Dan Gibble, Bart Desch, Jeff Donahoe, Jackie Hienbuecher, Kirk Lundbeck, and Recording Secretary Jeanette Freeman.

Guests at the Board meeting were:

Scott Buzzard, CAC Chair

Patrick Ferguson – Sikich

Jeff Rudolph – Sikich

Ron Amen – Lauterbach

At this time President Strack asked that Agenda Items 55 & 56 be moved to before Correspondence.

**Regular and Consent Agenda Approval** –

**Motion**

Commissioner Schulz moved to amend and approve the Regular Agenda and Consent Agenda moving Agenda Items 55 & 56 to before Correspondence. Commissioner Tucker seconded the Motion.

 **Voice Vote**

President Strack 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 Schulz moved to approve the March 25, 2014 Regular Meeting Minutes, and March 19, 2014 Special 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 4-0. Commissioner Graves was absent.

**Motion**

Commissioner Tucker moved to approve the March 25, 2014 Executive Session Minutes to remain confidential. Commissioner Schulz seconded the Motion.

**Voice Vote**

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

Minutes of the Regular Meeting of the Board of Commissioners

Sycamore Park District

Tuesday April 22, 2014

**P 2**

**Petition and Public Comment –** None

Director Gibble noted he would like to speak on behalf of some public that called him. There was something printed in the Daily Chronicle that we spent $10,000 to acquire the Sycamore Creek Subdivision Park now the John Ovitz Park. This is incorrect and he has notified the Daily Chronicle. Their response was they received the information from a third party service. He told them that the HOA had contacted Director Gibble and are concerned about the misinformation. He believes the HOA is having financial challenges, so if people hear the HOA received $10,000 they want to know about it. The editor’s comment was that he hopes he hears from the HOA, so Director Gibble passed this on to the HOA.

**Claims and Accounts Approval**

**Motion**

 Commissioner Schulz moved to approve and pay the bills in the amount of $133,237.11. 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 4-0. Commissioner Graves was absent.

**OLD BUSINESS**

**Presentation of Audit –** Supt. of Finance Hienbuecher noted she gave the board a hard copy of the audit and management letter. She feels the audit went smoothly. Ron from Lauterbach then gave his presentation. He noted this is the first year with us and he feels everything was well put together and the audit went well. He gave kudos to Jackie and staff in general. He went over the management letter and then went through the actual audit. President Strack gave kudos to staff – it is great to have a management letter this clean.

**Motion**

Commissioner Schulz moved to accept the Audit as presented. 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 4-0. Commissioner Graves was absent.

**Presentation of Technology Study by Sikich** – Supt. of Finance Hienbuecher noted the tech study has been done by Sikich and there has been a lot of hard work on this. Director Gibble noted the most current information is in the handout given to the Board today. There has recently been information given to Sikich and they put this into the presentation. Jeff Rudolph of Sikich went through the report which shows their recommendations. Director Gibble noted

Minutes of the Regular Meeting of the Board of Commissioners

Sycamore Park District

Tuesday April 22, 2014

**P 3**

**Presentation of Technology Study by Sickish-cont’d** - the chart breaks out the cost implications. He noted that staff will move ahead with the recommendations in relation to budgets in the fall.

**Correspondence**

* SPD Letter to C & L – Lisa Kijowski

**Positive Feedback/Reports –**

* Commissioner Schulz noted it was a great job with the function for the foundation. She heard a lot of compliments on it.
* Commissioner Schulz gave kudos to Jackie and everyone on the management letter in the audit.
* Commissioner Kroeger noted the event at the Depot was very successful.
* Director Gibble noted that since the function people have suggested to him to have something similar during the summer. Invite different groups and business leaders on different nights.
* President Strack noted the recent press coverage is very positive. We have created some trust with the press.
* President Strack noted the financial results for the year so far are great.
* Commissioner Tucker noted she has heard good things since the function at the Depot and since the land purchase. People are telling her things are great and want to know when we are starting on the land.

**Monthly Presentation – Tree Replacement Schedule - Jeff Donahoe** – Supt. of Parks Donahoe noted that he had told the board in January he would get them more detailed information on the tree replacements. He handed out a spreadsheet with the schedule. This allows them to keep track of the cost and what needs to be replaced, etc. He also went over what type of trees they will plant and which ones will be replaced.

**OLD BUSINESS**

**Final Plans for Park Tour** – Supt. of Parks Donahoe noted they have come up with some possible dates for the tour. There are a lot of places on the list to visit, but definitely will highlight what’s on the Vision 20/20 and try to visit the main parks. He would like to visit the John Ovitz Park, the community center, sports complex and possibly the golf course area. Director Gibble noted once the Board comes up with a date, they would like to extend an invitation to the CAC, CWSPT, and the Trailblazers. There was a consensus to go with Thursday, May 29.

Minutes of the Regular Meeting of the Board of Commissioners

Sycamore Park District

Tuesday April 22, 2014

**P 4**

**NEW BUSINESS**

**Consideration of Large Events** – Supt. of Recreation Desch noted some of the events happening from June to September. These include the Kishwaukee staff picnic on June 12. There will be 9 concerts this year since he was able to get another sponsor. The Storm Tournament will be the last weekend in June and there will also be a Major League Baseball event on July 19. This event is made up of retired players who will be running a camp. Crum Halstead gave the association our name for a possible new home for their camp. This will be a three hour camp which we will do the lunch for and they will also pay us a fee for the facility. When is gets closer to the event, the baseball and softball groups will be promoting this camp. There will be fireworks again this year on September 13, which will have a zip line also. We will also be doing the Touch-A-Truck again this year on September 27. There is also the Rugby Tournament on April 26 and the High School Rugby will be in May.

**Ordinance 05-2014 – Regarding Disposal of Surplus and Unnecessary Items–** Director Gibble noted we have done this before with the Liners things and golf equipment. This is a required process to dispose of additional items that are on the list he provided. The farm house and the outbuildings at the property are on the list. This gives us clearance to let the fire department burn the house if they get approval.

**Motion**

Commissioner Schulz moved to approve Ordinance 05-2014 – An Ordinance regarding disposal of surplus and unnecessary items. 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 4-0. Commissioner Graves was absent.

**Discussion of Timeline Regarding Matters of Bonds and Referenda** – Director Gibble noted the staff recommendation has a timeline and 2 samples of alternate bonds for informational purposes. President Strack noted the timeline has changed and the Board now has the most current timeline on when to go to the different groups. Director Gibble noted this is a draft at this point. The Board wants to meet with the School, City and Chamber Boards around the same time in August. There was discussion if the Board should go to the other Boards earlier. Director Gibble noted that if one on one conversation takes place with people on the contact list this might help with that. President Strack went over the contact list to confirm which Board member will contact who. Over the next 30 days everyone needs to schedule appointments with the contact list to tell them about the Vision 20/20. Commissioner Schulz noted there will be an

Minutes of the Regular Meeting of the Board of Commissioners

Sycamore Park District

Tuesday April 22, 2014

**P 5**

**Discussion of Timeline Regarding Matters of Bonds and Referenda- cont’d -** explanatory letter sent out to the Aldermans, School Board, Mayor, City Manager, Township Supervisors, Chamber Board and Library Board in May.

**Annual Review of Progress on ADA Transition Plan** – Director Gibble noted the review on the progress is part of the requirements of the most recent version of the ADA. This shows what has been done and what is in process. President Strack had asked Director Gibble about the WPA Main Shelter. Director Gibble noted the doors and electricity needs to be finished. Supt. of Parks Donahoe noted the electricity is not done yet. We have been trying to get volunteers to finish the electricity, but it has been hard to get accomplished.

**Authorization to Go to Bid on ADA and Other Paving Work** – Director Gibble noted he is asking for authorization to go to bid on this. He and Supt. of Parks Donahoe are meeting with the engineers to go over all the items to make sure they are all being addresses. In his recommendation there is a reference to 15 or 17 items that are actually on City property. He will be formally notifying the City Manager that is their responsibility to make these items accessible. This will be cutting our cost which will put us closer to the $170,000 to $200,000 range.

**Motion**

Commissioner Tucker moved to authorize Director Gibble to go to bid on the ADA work. The motion was seconded by Commissioner Schulz.

**Roll Call**

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

**Authorize Treasurer to Transfer Funds** – Supt. of Finance Hienbuecher noted this is just ratifying the amount. She had given the Board notice earlier on the estimate amounts of what would be transferred to cover current year deficit at the pool and pay down additional amounts for the golf course. The amount for the pool was $6,853.00 and the golf course was $145,639.00. Both of these amounts came from the Recreation Fund. The remaining deficit for the golf course is now at $77,086.00. Director Gibble noted that by this time next year we should be at reserve balance.

**Motion**

Commissioner Kroeger moved to authorize the transfer of funds. The motion was seconded by Commissioner Schulz.

**Roll Call**

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

Minutes of the Regular Meeting of the Board of Commissioners

Sycamore Park District

Tuesday April 22, 2014

**P 6**

**Discussion of Video Gambling at Sycamore Park District** – President Strack noted he asked this to be on the agenda. This was prompted by a phone call to him from the Chronicle. The Chronicle had heard that some Park Districts are putting video gambling machines in their clubhouses and they wanted to know if Sycamore would do this to help generate revenue. He noted he shared his personal opinion with them, but said it was up to the Board as a whole. All the commissioners noted they feel the same way. Director Gibble noted he was questioned about this from Rotary. He told them we are a family oriented organization and not in the gambling business. There was consensus on the Board that the Board does not want that type of image.

Director Gibble suggested to the Board to check out the Merry Oaks pond. He has had people comment to him that they are so thankful that we are doing this to the shorelines. The rest will be finished next year and then we will get to the small pond out there.

**Motion**

The Board adjourned the Regular Session to go into Executive Session at 7:57 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 4-0. Commissioner Graves was 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.

#5 The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

The Board convened to Executive Session at 7:58 pm. The roll was called with Commissioners Kroeger, Schulz, Tucker and Strack present along with Director Gibble, Supt. of Parks Donahoe and Recording Secretary Freeman. Supt. of Parks Donahoe left after the #5 real property discussion.

Minutes of the Regular Meeting of the Board of Commissioners

Sycamore Park District

Tuesday April 22, 2014

**P 7**

**Motion**

The Board adjourned the Executive Session at 8:30 p.m. and reconvened to Regular Session 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 4-0. Commissioner Graves was absent.

**Motion**

The Board adjourned the Regular Session at 8:30 p.m. 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 4-0. Commissioner Graves was absent.

Respectfully Submitted,

Jeanette Freeman

Recording Secretary

Sycamore Park District