

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, January 25, 2022**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, being held at our Clubhouse, located at 940 E. State St., Sycamore, Illinois is called to order at 6:02 p.m. on Tuesday, January 25, 2022.

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 Ackmann, Doty, Graves, 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:

Staff members present were Director Jonelle Bailey, Jeff Donahoe, Jeanette Freeman, Kirk Lundbeck, and Theresa Tevsh.

Guests at the Board meeting were:

John Mayer, ERA Consultants

**Regular and Consent Agenda Approval –
Motion**

Commissioner Strack moved to move Executive Session to after Plan Commission Report and pull Supt. Hienbuecher and Donahoe's reports and then approve the Regular Agenda and the Consent Agenda as amended. Commissioner Doty seconded the Motion.

Roll Call Vote

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

Approval of Minutes –

Motion

Commissioner Strack moved to approve the December 21, 2021, Regular Meeting Minutes. Commissioner Doty 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.

Motion

Commissioner Doty moved to approve the December 21, 2021, Executive Session Meeting Minutes to remain confidential. Commissioner Ackmann 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.

Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$222,363.99.
Commissioner Ackmann 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.

At this time Commissioner Strack had questions on the bills.

- He wanted confirmation on the \$1000 spent for background checks and asked if this was a pool. Recording Secretary Freeman noted that it is a pool of money to have on hand for the background checks.
- He then asked about the \$20,000 paid annually to Vermont Systems for annual maintenance. He wanted clarification if this was in addition to the cost when the system was bought. Director Bailey noted this is for training, changes, and support, etc. throughout the year and noted she can get more details from Supt. Hienbuecher. Supt. Lundbeck noted the golf system is \$10,000 per year.

Commissioner Strack then asked about Supt. Hienbuecher report on page 28 regarding following up with the City of Sycamore on impact fees. Director Bailey noted she will confirm with Supt. Hienbuecher. President Kroeger asked for the answer to be sent out to the board via email.

Commissioner Strack noted he was impressed on Nicholas's report with the amount of detail and tracking and his passion. Supt. Donahoe noted he is doing great, and he has grown the position. He balances all well with helping Recreation with teaching and still taking care of what he needs him to. He is getting help this season and already has found an Intern that will be helping him. The person goes to NIU and has a lot of the knowledge on the same things that Nicholas has.

Correspondence –

- Chili Cookoff – Daryl Graves

President Kroeger noted it was a good turnout. Supt. Tevsh noted there was twenty-eight paid people through the door. The Charity was Tails, and they will be doing a photo op with them. She feels it went well and hope it will be bigger next year.

Public Input – None

Positive Feedback – None at this time.

Planning Commission Report: Commissioner Strack noted there was discussion on Spider Tattoos being located in the Old Browns store. There was also discussion on the update to the City UDO related to people being eligible for flood insurance.

Motion

The Board adjourned the Regular Session to go into Executive Session at 6:25 pm on a motion made by Commissioner Strack for the reasons listed below. The motion was seconded by Commissioner Graves.

Roll Call

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

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 reconvened to Regular Session at 7:12 pm. The roll was called with Commissioners Doty, Ackmann, Graves, Strack and Kroeger present along with Director Bailey, Recording Secretary Jeanette Freeman, Supt. Lundbeck, Supt. Donahoe, and Supt. Tevsh.

Old Business

Pool Updates:

- **Pool Heater Information:** Supt. Donahoe noted we have secured a contractor, we have the permit going to the state and the heaters have been ordered. Clearwater Pool out of Naperville will be doing the work and it is coming in about \$3500 less then the others. The total will be approximately \$18,000 for the labor, the heaters, parts, etc. The lead time is about 4-5 weeks for the heaters.

Construction Updates:

- **Founders Park:** Director Bailey noted the packet had last months staff recommendation for this. The construction company is saying the playground equipment should be here around February 18th. We did make an agreement with Upland and Georges Landscaping to have all complete by May 1st if the equipment has been received.
- **Memorial Park:** Director Bailey noted William Charles will continue working on the project.
- **Reston Ponds:** We are waiting to see if we get the OSLAD grant.

Holiday Party: Director Bailey noted we are looking at the end of February. She will email all with the final information.

Policy Manual Status: Director Bailey noted we have received six chapters updated from Ancel Glink. There are a few more they are reviewing. Once she receives the final changes, she will present to the board for approval.

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Final review of 2022 Annual Operating Budget: Director Bailey noted this is the final draft. Commissioner Strack asked if the Fiscal Impact Statement is correct. Director Bailey will confirm with Supt. Hienbuecher and let the board know.

Motion

Commissioner Strack moved to approve the FY2022 Operating Budget subject to clarification on the Fiscal Impact Statement. 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 5-0.

GWT Seg 2 Properties of Purchase: This was in Executive Session.

New Business

Open Positions/Job Descriptions: Direct Bailey noted the Recreation Specialist has left the Park District, so the position is now open. It has been posted in numerous places. Supt. Tevsh noted she compared posting from our competitors for entry level positions. They are all more than our range. Director Bailey noted that Kelsey who was our Intern is filling in. She is going to apply also, so she will be in the interview pool. We are hoping to have interviews in February and finalize in March. We did revise the job description to be more accurate to the job and to what we want them to do. We would like them to be working more with Supt. Donahoe and the affiliates along with the Sports Complex team.

Ordinance 01-2022 Ordinance abating the tax hereto levied for the year 2021 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 Strack moved to approve Ordinance 01-2022- Ordinance abating the tax hereto levied for the year 2021 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 in the amount of \$282,075.00. 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 5-0.

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Ordinance 02-2022 Ordinance abating the tax hereto levied for the year 2021 to pay debt service on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, of the Sycamore Park District, DeKalb County, Illinois:

Motion

Commissioner Strack moved to approve Ordinance 02-2022 Ordinance abating the tax hereto levied for the year 2021 to pay debt service on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, of the Sycamore Park District, DeKalb County, Illinois in the amount of \$177,750.00. 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 5-0.

Ordinance 03-2022 Ordinance abating the tax hereto levied for the year 2021 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 Strack moved to approve Ordinance 03-2022 Ordinance abating the tax hereto levied for the year 2021 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 in the amount of \$520,650.00.

Roll Call

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

Organizational Chart: Director Bailey noted they amended the chart. They moved the IMRF position from the Parks to Golf and reporting to Jeff.

Motion

Commissioner Ackmann moved to approve the Organizational Chart as amended and presented. 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.

First Draft of Executive Summary: Director Bailey noted the executive summary was cumbersome and wanted something easier to understand. Sarah will be taking this over and it will now be called the Annual Report. It will now be able to be used as a marketing piece and can help with fundraising. She noted there will only be a year comparison in this report. President Kroeger suggested adding 2019 this time to show where we were at before COVID. Director Bailey said she was good this time adding 2019. Everyone liked the new format. Director Bailey noted the final version will be at the February meeting.

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Special Announcements – None

February Study Session: None was scheduled.

Public Input – None

Motion

The Board adjourned the Regular Session at 7:45 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Graves.

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