

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, February 22, 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 6:00 p.m. on Tuesday, February 22, 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 Doty, Graves, Strack and Kroeger.**  
**Commissioner Ackmann arrived at 6:15 pm.**

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, Jackie Hienbuecher, Kirk Lundbeck, Sarah Rex, and Theresa Tevsh.

**Guests at the Board meeting were:**

None

**Regular and Consent Agenda Approval –**

**Motion**

Commissioner Doty moved to approve the Regular Agenda and the Consent Agenda.  
Commissioner Graves 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 4-0.

**Approval of Minutes –**

**Motion**

Commissioner Doty moved to approve the January 25, 2022, Regular Meeting Minutes.  
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.

**Motion**

Commissioner Doty moved to approve the January 25, 2022, Executive Session Meeting Minutes to remain confidential. 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.

**Claims and Accounts Approval**

**Motion**

Commissioner Strack moved to approve and pay the bills in the amount of \$535,157.11.  
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.

**Correspondence –**

- Tails Thank You
- Kate & Mike Romano Thank You

**Public Input –**

- Commissioner Graves commented the board packet is outstanding and he liked the calendar of events.
- Commissioner Strack noted he talked to a business owner regarding granting an easement.
- Commissioner Graves also noted the annual report is really nice and very easy to understand and thanked staff for putting it together.

**Positive Feedback – None at this time.**

**Planning Commission Report:** Commissioner Strack noted there was no meeting.

**Old Business:**

**Pool Updates:**

**Pool Heater Information:** Supt. Donahoe noted the heaters were delivered today and they will start installing them this week. The permit is still in process, but they are allowed to start the install.

**Construction Updates:**

- **Founders Park:** Director Bailey noted we have a different date for the playground delivery, which is now March 11<sup>th</sup>. Our expected date of having it complete by the end of April is good at this point.
- **Bridge #1:** Director Bailey noted we started the bid process on Monday. She has sent out to thirteen people as of today. It is set for a March 15<sup>th</sup> opening. She will have at the board meeting and go into executive session to address costs.

**Holiday Party:** Director Bailey reminded all with the details.

Commissioner Ackmann arrived at this time (6:15 pm).

**Policy Manual Status:** Director Bailey noted we have received all the edits back from Ancel Glink. She is going through and putting all in our system. When it is ready, it will be printed out for all superintendents, the different buildings and the board if they wish one.

### **New Business**

**Special Event Update:** Director Bailey noted that last year she asked Supt. Tevsh and staff to put together a calendar of events. This will help with maintenance having a better idea when we need things and avoid conflicts. Commissioner Graves asked about the golf tournaments. Director Bailey noted the golf tournaments will be added and then sent out electronically.

**Sip n' Savor Event Outline:** Director Bailey noted she met Nick Ford from Octane Brew at the closing of Blue Goose, along with some other people to get some good connections for our event. She noted they have a list of all they will be contacting. They will be meeting with the DeKalb County Convention Center on this and our video for our 100-year anniversary. They provided the outline to the city, including the Police Department and Fire Department. No one responded with any comments other than thank you. She will touch base with them again as it gets closer. Director Bailey noted they have reached out to the Kiwanis. Sarah Rex noted that Kiwanis had similar events and she has reached out to Nancy Higdon. Nancy is willing to help us with this event.

**Foundation Update:** Director Bailey noted the Foundation will be having an Imagine the Possibilities Dinner on April 30<sup>th</sup>. She went over some of the details on the event. She and Jackie are working on how to separate the money that was donated into a separate account and figure out the clerical fees part of their budget. Director Bailey noted she will have a more concrete list of events at the next meeting.

**Budget & Appropriation Ordinance - Draft** – Supt. Hienbuecher noted this is just a draft of the ordinance that will be brought to the board at next month's board meeting. The figures are based on the budget the board already passed with a 15% buffer. After the audit and before the next board meeting she will have the fund balance numbers and the totals. Commissioner Strack asked when they would vote on the rate. Supt. Hienbuecher noted it will depend on when she gets the report from the County. So, it could be March or April.

**Final Draft of Annual Report:** Sarah Rex noted that Commissioner Graves reaction is exactly what we were looking for. This is something the public will want to read, and it was compiled with the public in mind. It will be on our transparency portal, and it will be shared electronically. We will also have copies at our facilities. Commissioner Strack noted he feels it is excellent. He suggested adding the number of park acres and comments about the park acres to the report. He also suggested further explanation of the capital and operating budget, etc. Commissioner Strack asked Supt. Lundbeck about the golf numbers in the report. Supt. Lundbeck noted its because the rates went up, we do not use any discount companies and we are marketing more now. Commissioner Strack gave a few more suggestions on the core values connection and the parks progress.

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**Executive Session Minutes 6 Month Review:**

**Motion**

Commissioner Doty moved to approve to keep all confidential. 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.

**Special Announcements – None**

**March Study Session:** None was scheduled.

**Public Input – None**

**Motion**

The Board adjourned the Regular Session at 6:55 p.m. on a motion made by Commissioner Graves. The motion was seconded by Commissioner Ackmann.

**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