

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, November 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, November 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 Ackmann, Doty, 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: **None.**

Staff members present were Director Bailey, Jeff Donahoe, Jeanette Freeman, Jackie Hienbuecher, Kirk Lundbeck, Theresa Tevsh, Lisa Metcalf, and Sarah Rex.

Guests at the Board meeting were: There were none.

Regular and Consent Agenda Approval –

Motion

Commissioner Ackmann moved to approve the Regular Agenda and the Consent Agenda with moving Agenda Item #86 Accept Bid for Annual General Obligation Bond to before Public Input. Commissioner Doty seconded the Motion.

Voice Vote

President Kroeger called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

Approval of Minutes –

Motion

Commissioner Ackmann moved to approve the October 18, 2022, 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 3-0. Commissioners Graves and Strack were absent.

Motion

Commissioner Ackmann moved to approve the October 18, 2022, Executive Session Meeting Minutes to remain confidential. 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 3-0. Commissioners Graves and Strack were absent.

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Claims and Accounts Approval

Motion

Commissioner Ackmann moved to approve and pay the bills in the amount of \$682,843.58. 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 3-0. Commissioners Graves and Strack were absent.

Correspondence –

- Kiwanis Club – Tim Bagby VP

Accept Bid for Annual General Obligation Bond: Supt. Hienbuecher noted that Aaron Gold from Spears Financial is here to let us know the results of the bid. Aaron noted there were 4 bids with the lowest being 3.55% net interest cost from Herscher Community School District. They anticipate closing on December 6th. He is recommending awarding to Herscher Community School District at a price of \$574,215.00 being at a net interest cost of 3.55%.

Motion

Commissioner Ackmann moved to accept the bid from Herscher Community School District with an interest rate of 3.55% with a value of \$574,215.00. 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 3-0. Commissioners Graves and Strack were absent.

Public Input – None

Positive Feedback –

- Director Bailey noted we have two commissioners that have been here for 10 and 15 years. She presented Commissioner Kroeger with a 10-year plaque for his service on the board.
- President Kroeger noted going through the minutes and reports, there is an incredible amount of information and he wanted to thank Jackie and the entire staff for putting all together.
- President Kroeger asked about the recreation center passes year to date. Supt. Tevsh noted we are about at the same as 2019. Facilities Manager Metcalf noted about 75% coming back.

Plan Commission: Commissioner Strack was absent so no report.

Old Business:

Construction Updates:

- **Memorial Park:** Director Bailey noted we are waiting on moving of some trees on the main waterline before we get the final permit.
- **North Grove:** Director Bailey noted the survey of property was done and we are waiting for the information. We will be doing the community survey in the new year.
- **Reston Ponds:** Director Bailey showed the new layout. The City would like us to add a path to the curb. There was more discussion on the layout and phases. Once she gets this corrected, she will give the most current version to post to Sarah.

Riverside – parking lot design: Director Bailey noted the pricing on this came in at \$658,787.25. The gravel lot only came in at \$545,247.25. She has let the City know we cannot possibly do it this year. She told them our goal will be to have it done by 2025. We are going to have to work with AYSO to have them stagger games. We will only be able to use 11 fields at a time because we cannot use the grass area for parking. AYSO will have to adjust, or the City will pull the occupancy permit. Supt. Donahoe noted we need to meet with them and talk to them about the options. He suggested putting out a good message explaining it all.

Pool Update –This will be discussed in Executive Session.

Bridge #1 Hole 10 Status: Supt. Donahoe noted they have been delayed. The timing of the bridge being constructed offsite has caused some of the delay. The old one will not come down until the new one is done.

100th Anniversary Events: Sarah Rex went over the logos and other things that are planned. Supt. Tevsh and Fac. Mgr. Metcalf also went over other events that are being planned.

Softball Field: Director Bailey noted the school board voted to add the field to the space allotted. They have about \$330,000 they can donate to this project as of now. They do have a donor that will donate more, but not if at the school. They are short approximately \$250,000. She noted the board asked what our contribution to this field would be. She told them there is none other than maintaining it. Steve Wilder asked that we provide man hours cost for maintaining the field. She is asking our board if they are still in favor of this as long as no park dollars are being contributed.

New Business

Capital Budget first draft: Supt. Hienbuecher noted this is just a draft. Staff is meeting again to discuss further what can be moved.

Operation Budget first draft: Supt. Hienbuecher noted this is also just a draft. She and Director Bailey will be going over it again next week.

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Holiday Party Flyer: Director Bailey noted this is information only.

RFP for Audit Services: Supt. Hienbuecher noted she presented the information to the board in her recommendation. She only had 4 firms submit. President Kroeger noted if we go with Lauterbach he wants a whole different team.

Motion

Commissioner Ackmann moved to accept Lauterbach as recommended. 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 3-0. Commissioners Graves and Strack were absent.

Resolution 03-2022: A resolution determining the amounts of money exclusive of election costs estimated to be necessary to be raised by taxation pursuant to the proposed levy of the Sycamore Park District: Supt. Hienbuecher noted every year we have to do this resolution in November to give an estimate of what we are doing with the levy. She is recommending going with Option 3 which is just under the 5%.

Motion

Commissioner Ackmann moved to accept Res. 03-2022, A resolution determining the amounts of money exclusive of election costs estimated to be necessary to be raised by taxation pursuant to the proposed levy of the Sycamore Park District with Option 3. 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 3-0. Commissioners Graves and Strack were absent.

Bond Ordinance 06-2022: An Ordinance providing for the issue of approximately \$576,990 General Obligation Limited Tax Park Bonds, Series 2022, for the payment of land for parks, for the building, maintaining, improving and protecting the same and the existing land and facilities of the Park District, to provide the revenue source for the payment of certain outstanding bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof:

Motion

Commissioner Ackmann moved to approve Bond Ordinance 06-2022, An Ordinance providing for the issue of approximately \$576,990 General Obligation Limited Tax Park Bonds, Series 2022, for the payment of land for parks, for the building, maintaining, improving and protecting the same and the existing land and facilities of the Park District, to provide the revenue source for the payment of certain outstanding bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. 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 3-0. Commissioners Graves and Strack were absent.

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Golf Cart Status: Supt. Lundbeck noted Director Bailey asked him to let the board know the status of this. There is \$30,000 allotted to trade in as many as he can. He has Harris Golf Carts looking for him now.

Purchasing Policy Update:

Motion

Commissioner Ackmann moved to approve the Purchasing Policy Update as presented.
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 3-0. Commissioners Graves and Strack were absent.

Special Announcements –

December Study Session: None was scheduled.

Public Input – None

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:21 pm on a motion made by Commissioner Ackmann for the reasons listed below. The motion was seconded by Commissioner Doty.

Roll Call

President Kroeger called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were 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 7:23 pm. The roll was called with Commissioners Ackmann, Doty, and Kroeger present along with Director Bailey, Recording Secretary Jeanette Freeman, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, Theresa Tevsh, Sarah Rex, and Lisa Metcalf.

Motion

The Board adjourned the Executive Session at 7:40 p.m. on a motion made by Commissioner Ackmann. The motion was seconded by Commissioner Doty.

Voice Vote

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

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The Board reconvened to Regular Session at 7:40 pm. The roll was called with Commissioners Ackmann, Doty, and Kroeger present along with Director Bailey, and Recording Secretary Jeanette Freeman, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, Theresa Tevsh, Sarah Rex, and Lisa Metcalf.

Pool Update:

Motion

Commissioner Ackmann moved to approve officially closing the community pool.
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 3-0. Commissioners Graves and Strack were absent.

Motion

The Board adjourned the Regular Session at 7:41 p.m. on a motion made by Commissioner Ackmann. The motion was seconded by Commissioner Doty.

Voice Vote

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Strack were absent.

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District