

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, December 20, 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 6:03 p.m. on Tuesday, December 20, 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: **None.**

Staff members present were Jeff Donahoe, Jeanette Freeman, Jackie Hienbuecher, Kirk Lundbeck, Theresa Tevsh. Director Bailey attended via Zoom.

**Guests at the Board meeting were:** There were none.

**Regular and Consent Agenda Approval –  
Motion**

Commissioner Graves moved to approve the Regular Agenda and the Consent Agenda. 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 5-0.

**Approval of Minutes –  
Motion**

Commissioner Strack moved to approve the November 22, 2022, Regular Meeting Minutes. 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.

**Motion**

Commissioner Doty moved to approve the November 22, 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 5-0.

**Claims and Accounts Approval**

**Motion**

Commissioner Strack moved to approve and pay the bills in the amount of \$162,265.18.  
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.

**Correspondence –**

- Jeff Welcker

**Public Input – None**

**Positive Feedback –**

- President Kroeger wanted to make sure Upstaging gets recognition for the lights at the building. Supt. Tevsh noted they do not want this, but we are trying to recognize them in whatever way they are comfortable with.
- President Kroeger noted from the community center reports it looks like we have exceeded our 2019 daily user numbers. Supt. Tevsh noted this does not include any of the rentals. President Kroeger noted this is great.

**Plan Commission:** Commissioner Strack noted there was no meeting.

**Old Business:**

**Construction Updates:**

- **Reston Ponds:** Director Bailey noted we have the updated numbers. She will need approval in January.
- **Memorial Park:** Director Bailey noted we are waiting on the final punch list. We have not received our permit for the baseball fields and shelter. We are waiting for the city to say they have everything.
- **North Grove:** Director Bailey noted we are still waiting on schedule for the survey. Once done, we will have a focus group in the spring.
- **Bridge #1/Hole 10:** Supt. Donahoe noted the new bridge will be put in on Wednesday. Director Bailey noted they are leaving the old bridge for now. Supt. Donahoe noted the company wanted to take the old bridge down but he told them it needed to stay up in case everything on the new one was not finished by spring. He feels they wanted to remove their crane. Commissioner Graves noted he wanted to talk about the crane. He noted there is a crane company in town that was not used on the last bridge. He feels we should use a local company if possible. Directly Bailey noted the cranes as a sub-contractor so we would have to put in as a request to use local contractors if possible. Supt. Donahoe noted the crane is actually Martin's crane and not a sub-contractor. He also noted that we have used locals in the past.

**Softball Field - ES:** This will be discussed in executive session.

**GWT Update - ES: – This** will be discussed in executive session.

**Suspensions - ES:** This will be discussed in executive session.

**New Business**

**Capital Budget Approval:** Supt. Hienbuecher noted this includes all the changes made.

**Motion**

Commissioner Strack moved to approve the Capital Budget 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 5-0.

**Operation Budget second draft:** Supt. Hienbuecher noted she will have the final in January.

**Ordinance 07-2022 - Ordinance for equipment removal and possible sale of surplus property:**

**Motion**

Commissioner Strack moved to approve Ordinance 07-2022 – An Ordinance for equipment removal and possible sale of surplus property. 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.

**Ordinance 08-2022 – An Ordinance, Levying and Assessing Taxes for the Sycamore Park District, DeKalb County, for the Year 2022:** Supt. Hienbuecher noted everything is in her staff recommendation. Commissioner Strack noted there is a limit to what people can digest and he suggests having a lower number. He feels the budget can support it. Supt. Hienbuecher noted she understands what Commissioner Strack is saying. However, we have some capital expenses that we did not expect. If we have an excess in the corporate fund those funds can be moved over to the capital to help pay for those expenses. She gave examples of the parking lot at the soccer complex and the cost increases at Reston Ponds. Costs are still going up and staff has done a great job of being realistic with the budget. Supt. Tevsh noted one surprise that staff is seeing is what we need to do with the community center. The repairs that need to be done and we have no idea what the cost will be. Director Bailey noted that everything we have gotten quotes for is 15% to 20% higher than what they have been. By the time we get to some of these projects, it will be the end of the year and the costs may be even more. She also agreed with Supt. Tevsh the issues at the community center that will need to be addressed that we were not prepared for. There were some construction challenges with either subpar materials or improper installation that is causing damage that we shouldn't have to deal within the first five years of being in the building.

**Ordinance 08-2022 – An Ordinance, Levying and Assessing Taxes for the Sycamore Park District, DeKalb County, for the Year 2022 - cont'd:**

Director Bailey noted one issue is painting the whole outside of the building, and repairing cracks in the cement walls so no additional damage is done. This will be a good amount of money and we don't know what that will be yet. Supt. Hienbuecher noted the increase would be about \$19.00 per year.

**Motion**

Commissioner Doty moved to approve Ordinance 08-2022 – An Ordinance, Levying and Assessing Taxes for the Sycamore Park District, DeKalb County, for the Year 2022.  
Commissioner Ackmann seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. Commissioners Ackmann, Doty, Graves and Kroeger voted Aye. Commissioner Strack voted Naye. Motion carried 4-1.

**Travel Approval:**

**Motion**

Commissioner Strack moved to approve the staff recommendation 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 5-0.

**Consider Next Year's Meeting Dates and Times:**

**Motion**

Commissioner Ackmann moved to approve the 2023 Meeting Dates and Times as presented. 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.

**Consider Next Year's Holidays:**

**Motion**

Commissioner Strack moved to approve the 2023 Holidays as 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.

**Evaluate Executive Director – ES:** This will be discussed in executive session.

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**Job Postings, Department Restructure Outline & New IMRF Position Proposal:**

Director Bailey went over the different changes suggested. The part time recreation position was not listed in the staff recommendation so that will be brought back at the January meeting.

**Motion**

Commissioner Doty moved to approve the changes/additions as presented in the staff recommendation. 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.

**GWT Update:**

**Motion**

Commissioner Strack moved to approve the additional cost of \$2,926.00 as presented in the staff recommendation. 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.

**Suspensions:** There will be no changes to the current suspensions so no motion is needed.

**Consider Staff compensation and adjustment recommendations - ES:** This will be discussed in executive session.

**Motion**

Commissioner Strack moved to approve the staff compensation as recommended in the amount of \$43,342.66. 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.

**Evaluate Executive Director:**

**Motion**

Commissioner Strack moved to approve an increase of 4% and a \$2500 net bonus. 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 –**

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

**Public Input –** None

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**Motion**

The Board adjourned the Regular Session to go into Executive Session at 6:46 pm on a motion made by Commissioner Graves 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 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 convened to Executive Session at 6:49 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present along with Director Bailey via Zoom, Recording Secretary Jeanette Freeman, Jackie Hienbuecher, and Theresa Tevsh.

**Motion**

The Board adjourned the Executive Session at 7:50 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.

The Board reconvened to Regular Session at 7:50 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present along with Director Bailey via zoom, and Recording Secretary Jeanette Freeman, Jackie Hienbuecher and Theresa Tevsh.

**Motion**

The Board adjourned the Regular Session at 7:54 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 Distri