

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, December 17, 2024**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, being held at the Sycamore Golf Club, A Facility of the Sycamore Park District in the Riverview Room located at 940 E. State St, Sycamore, Illinois is called to order at 6:00 p.m. on Tuesday, December 17, 2024.

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, Graves, Strack, and Doty.**
Commissioner Kroeger was absent.

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: **Commissioner Kroeger**

Staff members present were Director Bailey, Jeff Donahoe, Jeanette Freeman, Jackie Hienbuecher, Lisa Metcalf, and Paul Price.

Guests at the Board meeting were:

- None

Regular and Consent Agenda Approval –

Motion

Commissioner Graves moved to approve the Regular Agenda and the Consent Agenda.
Commissioner Strack asked that the Supt. Golf report be pulled for discussion.
Commissioner Ackmann seconded the Motion.

Voice Vote

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

Approval of Minutes –

Motion

Commissioner Strack moved to approve the November 26, 2024, Regular Meeting Minutes. Commissioner Ackmann seconded the Motion.

Voice Vote

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

Motion

Commissioner Strack moved to approve the November 26, 2024, Executive Session Meeting Minutes to remain confidential. Commissioner Graves seconded the Motion.

Voice Vote

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

Claims and Accounts Approval

Motion

Commissioner Ackmann moved to approve and pay the bills in the amount of \$212,913.11. Commissioner Graves seconded the Motion.

Roll Call

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

Public Input – None

Positive Feedback:

- Commissioner Graves noted that the December rentals for parties, etc. are great.
- Commissioner Graves told Supt Donahoe and Supt. Price it was a great season for the course. He is very pleased with everything. Supt. Price then went over some of the figures for the season.
- Commissioner Strack asked if there was the ability to download revenue on a daily basis. He could come up with an excel report. Supt. Price noted the system they use now has a huge amount of data available, but he would be willing to see what else would be available.
- Commissioner Strack also noted we could not have had a better year.
- Director Bailey noted the TSnap system has more detailed information than Rectrac. Supt. Metcalf noted that Supt. Hienbuecher put more in the training hours, so now they can learn more about the reports available in Rectrac.

Correspondence –

- Dave Irving – Golf
- KSRA
- Beautification Committee

Plan Commission: Commissioner Graves reported there was no meeting last month or this month.

Old Business:

Construction Updates:

- **GWT:** Director Bailey will be discussed later.
- **Reston Ponds:** Director Bailey noted there are no updates.
- **Solar Panels:** Director Bailey noted the solar panels are in. Supt. Donahoe then noted it is basically done. Both locations are producing. They are still doing some reconfigurations of the inverters.
- **Pool Building:** Director Bailey noted this will be discussed later.
- **North Grove:** Director Bailey noted the bid opening is this Friday. At the January meeting they will have the approval on the agenda.

Construction Updates – cont’d:

- **Riverside Soccer Complex:** Director Bailey noted we are waiting for the construction meeting.
- **Community Gardens:** No updates.

Great Western Trail Extension: Director Bailey noted we have all the approvals we need from IDOT. We are working with ERA who is still working with American Survey. ASE’s proposal came out to \$20,104 flat rate. This will be added to the ERA bill, so this brings our out of pocket up to \$58,269 that is not included in the grant. We have to get all this done as soon as possible since we have to get the construction started in June. She is asking for approval with the additions.

Motion

Commissioner Strack moved to approve the additional costs as presented. Commissioner Ackmann seconded the Motion.

Roll Call

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

Pool Demolition: Director Bailey noted they contacted companies on this and only one company responded. Belvidere Park district demolished their pool, so she contacted Jen at Belvidere who put her in contact with Jonathan at Belvidere. They told her about CES. Director Bailey, Supt. Donahoe and Supt. Price had a meeting with CES about the process. This agreement with them is the planning of it. They have extensive experience with flood plains and IDNR, so they know about what permits are needed. Staff’s recommendation is to work with them to create a plan for us. Both Supt. Donahoe and Price felt it was a good meeting, and they are very knowledgeable.

Motion

Commissioner Graves moved to approve the agreement as presented. Commissioner Ackmann seconded the Motion.

Roll Call

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

Capital Budget Final: Supt. Hienbuecher noted she is submitting this for approval.

Motion

Commissioner Strack moved to approve the final capital budget as presented. Commissioner Graves seconded the Motion.

Roll Call

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

Ordinance 07-2024 Tax Levy: 2024 TAX LEVY ORDINANCE: An Ordinance, Levying and Assessing Taxes for the SYCAMORE PARK DISTRICT, DEKALB COUNTY, ILLINOIS, for the year 2024.

Motion

Commissioner Strack moved to approve Tax Levy Ordinance #07-2024 as presented.
Commissioner Ackmann seconded the Motion.

Roll Call

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

New Business:

Operating Budget 1st Draft: Supt. Hienbuecher noted this is the first draft. They will continue to review it and bring the final budget to the January board meeting. No action is needed at this time.

2025 Meeting Dates:

Motion

Commissioner Ackmann moved to approve the 2025 Meeting Dates as presented.
Commissioner Graves seconded the Motion.

Voice Vote

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

2025 Holiday Dates:

Motion

Commissioner Graves moved to approve the 2025 Holiday Dates as presented.
Commissioner Strack seconded the Motion.

Voice Vote

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

Travel Approval Conference: Supt. Hienbuecher noted we have 11 people attending this year but we will be making changes in 2026. We are making some adjustments to the policy regarding education so staff are getting what they need for their jobs.

Motion

Commissioner Strack moved to approve as presented. Commissioner Graves seconded the Motion.

Roll Call

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

Holiday Party Information: Director Bailey informed all about the date.

Public Input – None

Special Announcements – None

January Study Session: None was scheduled.

Motion

The Board adjourned the Regular Session to go into Executive Session at 6:37 pm on a motion made by Commissioner Strack for the reasons listed below. The motion was seconded by Commissioner Ackmann.

Roll Call

Vice President Doty called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Kroeger 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.

The Board convened to Executive Session at 6:43 pm. The roll was called with Commissioners Ackman, Graves, Strack, and Doty present along with Director Jonelle Bailey, and Recording Secretary Freeman.

Motion

The Board adjourned the Executive Session at 6:59 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Graves.

Voice Vote

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

The Board reconvened to Regular Session at 7:00 pm. The roll was called with Commissioners Ackmann, Graves, Strack and Doty present. Commissioner Kroeger was absent.

Consideration for staff merit increases for 2025: This was discussed in Executive Session.

Motion

Commissioner Ackmann moved to approve the increases as presented in executive session. Commissioner Strack seconded the Motion.

Roll Call

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

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Consideration for Director merit increases for 2025: This was discussed in Executive Session.

Motion

Commissioner Strack moved to approve the increases as presented at the November meeting in Executive Session. Commissioner Graves seconded the Motion.

Roll Call

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

Motion

The Board adjourned the Regular Session at 7:00 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Ackmann.

Voice Vote

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

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District