Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, December 16, 2025

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 6:03 p.m. on Tuesday, December 16, 2025.

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, and Doty.**

The following Sycamore Park District Commissioners are not physically present but will be participating in the meeting via video and/or audio conferencing: **Commissioner Kroeger**

The following Sycamore Park District Commissioners are not physically present and will not be participating in the meeting. **Commissioner Jewett.**

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 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 Jewett was absent.

Approval of Minutes –

Motion

Commissioner Kroeger moved to approve the November 25, 2025, 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 Jewett was absent.

Approval of Executive Session Minutes –

Motion

Commissioner Graves moved to approve the November 25, 2025, Executive Session Regular Meeting Minutes. Commissioner Kroeger 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 Jewett was absent.

Claims and Accounts Approval

Motion

Commissioner Ackmann moved to approve and pay the bills in the amount of $103,739.75. 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 Jewett was absent.

Correspondence – None

Public Input – None

Positive Feedback:

- Director Bailey noted Cookies with Santa went very well. Supt. Metcalf noted there were over three hundred people each day. Commissioner Ackmann noted that Julie Sgarlata passed out a flyer to all the kids in the schools. Supt. Metcalf noted the Lions did an amazing job for us.
- Commissioner Graves thanked Jeff and his staff for taking care of all the snow.
- Commissioner Graves congratulated the whole park district on a great year in all areas. It couldn't be done without all the staff.

Plan Commission: Commissioner Graves noted there was no meeting.

Old Business:

Construction Updates:

GWT: Just waiting on construction and they will have the pre-construction meeting on January 8th.

North Grove: No changes.

Pool Building: We are waiting on the construction schedule.

Drainage Project: On hold due to the weather.

New Business:

Operating Budget – 1st Draft: Supt. Hienbuecher noted this is the first draft.

Tax Levy Ordinance #06-2025: 2025 TAX LEVY ORDINANCE: An Ordinance, Levying and Assessing Taxes for the SYCAMORE PARK DISTRICT, DEKALB COUNTY, ILLINOIS, for the year 2025. Supt. Hienbuecher noted we went with the option the board wanted to do at the November meeting.

Motion

Commissioner Ackmann moved to approve the Tax Levy Ordinance #06-2025 as presented. Commissioner Kroeger 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 Jewett was absent.

Capital Budget Approval:

Motion

Commissioner Graves moved to approve the 2026 Capital Budget 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 Jewett was absent.

Travel Approval for State Conference: Supt. Hienbuecher noted we are required to submit to the board when spending larger sum for staff to attend training.

Motion

Commissioner Graves moved to approve the travel for state conference 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 Jewett was absent.

2026 Meeting Dates:

Motion

Commissioner Graves moved to approve the 2026 Meeting Dates as presented with the change of the March meeting to March 17th at the community center. 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 Jewett was absent.

2026 Holidays:

Motion

Commissioner Ackmann moved to approve the 2026 Holidays 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 Jewett was absent.

KSRA Resolution: Director Bailey noted that based upon performance we are doing a temporary reduction in financial support to KSRA for 2026 only. This is to be evaluated or determined how to proceed for our next three year contract which is coming up in 2027. We are moving to a rate of .0125 versus a percentage. All member agencies have signed the agreement for this. We still feel KSRA is important and a very valuable and necessary support system for the county. It needs to be more efficient, so we are doing this to force that effectiveness. There is a plan in place from last year and she and Supt. Metcalf are here for her. President Kroeger suggested our board discuss this again for an update from Director Bailey prior to Dawn presenting to our board.

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Public Input – None

Special Announcements –

Study Session: January - None was scheduled.

Motion

The Board adjourned the Regular Session to go into Executive Session at 6:35 pm on a motion made by Commissioner Ackmann for the reasons listed below. The motion was seconded by Commissioner Graves.

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 Jewett 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.
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 6:38 pm. The roll was called with Commissioners Ackmann, Doty, Graves, and Kroeger (via Zoom) present along with Director Jonelle Bailey, Recording Secretary Freeman, and Supt. Hienbuecher

Motion

The Board adjourned the Executive Session at 7:08 p.m. on a motion made by Commissioner Ackmann. 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 Jewett was absent.

The Board reconvened to Regular Session at 7:08 pm. The roll was called with Commissioners Ackmann, Doty, Graves, and Kroeger (via zoom) present.

<u>Directors Compensation:</u>

Motion

Commissioner Ackmann moved to approve the compensation for Director Bailey 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 Jewett was absent.

Staff Compensation:

Motion

Commissioner Ackmann moved to approve the staff compensation 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 Jewett was absent.

Motion

The Board adjourned the Regular Session at 7:10 p.m. on a motion made by Commissioner Graves. 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 Jewett was absent.

Jeanette Freeman

Recording Secretary
Sycamore Park District