

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly on Monday; January 21, 2019 at the Duis Recreation Center; 211 East St. Mary's Road; Sterling, Illinois at 6:00 P.M.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -December 21, 2018 (Regular)  
-December 21, 2018 (Executive)

**TREASURER'S REPORT:** -December 2018

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -None

**COMMISSIONER'S REPORT:** -None

**EXECUTIVE DIRECTOR'S REPORT:** -Sinnissippi Roads/Westwood Building #1 Asphalt  
Resurfacing

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** -Department Update

**RECREATION REPORT:** -Duis Center Pool Closing (March 14 – April 17)

**NEW BUSINESS:** -None

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -Per Section 2(c)(3) of the Illinois Open Meetings Act, to  
discuss the selection of an individual to fill the vacant Board seat.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
January 21, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on January 21, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Hippen Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Stutzke, it was moved to approve the minutes of the Regular and the Executive Meetings held on December 17, 2018. Upon a roll call vote the following voted aye: Aitken, Hippen, Stutzke and Reyes. Motion carried.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Stutzke it was move to approve the December 2018 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Hippen, Reyes, and Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:**

Executive Director Schuldt discussed the possibility or re-asphalting the roads within Sinnissippi Park and the parking lot and road-ways around Westwood's Building #1 this summer/fall. It was the consensus of the Board to direct staff to bid the two projects with various alternates for each, for future consideration by the Board.

Schuldt introduced Acting Director of Parks/Maintenance Jana Jacobs who has assumed Doug Jacob's positon as the District prepares for Doug's retirement in August of 2020. Doug will be assuming many of Jana's job responsibilities until he retires.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs updated the Board on various activities within his Department.

**RECREATION DEPARTMENT REPORT –**

Schuldt informed the Board that the Duis Center Pool will be closed from March 14 to April 17 for repainting.

**NEW BUSINESS:**

None.

**EXECUTIVE SESSION:**

On a motion by Hippen and a second by Stutzke it was move to adjourn into closed session per Section 2(c)(3) of the Illinois Open Meeting Act to discuss the selection of an individual to fill the Board vacancy created by the resignation of Rick Andersen. Upon a roll call vote, the following voted aye: Aitken, Hippen, Reyes and Stutzke. Motion carried.

The Board reconvened into open session at 7:15 P.M. It was the consensus of the Board, to invite one of the candidates for an interview in closed session at the February 18 Board meeting.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Aitken, it was moved to adjourn the regular meeting at 7:16 P.M. Upon a roll call vote, the following voted aye: Aitken, Hippen, Reyes and Stutzke. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
January 21, 2019**

**CALL TO ORDER:** President Reyes called the Executive meeting of the Board of Commissioners to order at 7:05 P.M. on January 21, 2019 at the Duis Center.

**ROLL CALL:**

<b>COMMISSIONERS PRESENT:</b>	Aitken Hippen Reyes Stutzke
<b>COMMISSIONERS ABSENT:</b>	None
<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt

**REPORT OF OFFICERS:** President Reyes stated that the purpose of the executive session was to discuss the selection of an individual to fill the Board vacancy created by the resignation of Rick Andersen on December 4, 2018.

After several minutes of discussion and a review of the Board applicants, it was the consensus of the Board to invite Magdaline Egert to attend the February Board meeting and then in closed session to interview her for vacant Board seat.

With no further discussion on a motion by Hippen and a second by Aitken the executive session was adjourned at 7:14 P.M. Upon a roll call vote, the following voted aye: Aitken, Hippen Reyes and Stutzke. Motion carried.



## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly on Monday: February 18, 2019 at the Duis Recreation Center; 211 East St. Mary's Road; Sterling at 6:00 P.M.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -January 21, 2019 Regular Meeting  
-January 21, 2018 Executive Meeting

**TREASURER'S REPORT:** -January, 2019

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -None

**COMMISSIONER'S REPORT:** -None

**EXECUTIVE DIRECTOR'S REPORT:** -None

### **DEPARTMENT REPORTS:**

**PARKS DEPARTMENT REPORT:** -Department Update

**RECREATION DEPARTMENT REPORT:** -Department Update

**NEW BUSINESS:** - Bond Tax Abatements (Ordinances 2018-03, 04 and 05)

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -Per Section 2(c) (3) of the Illinois Open Meetings Act to discuss the selection of a person to fill the vacancy created by the resignation of Rick Andersen.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
February 18, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on February 18, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Hippen Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>MAINT./BUSINESS MANAGER PRESENT:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Stutzke, it was moved to approve the minutes of the Regular and the Executive Meetings held on January 21, 2019. Upon a roll call vote the following voted aye: Aitken, Hippen, Stutzke and Reyes. Motion carried.

**TREASURER'S REPORT:** On a motion by Hippen and a second by Aitken it was move to approve the January 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Hippen, Reyes, and Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** Executive Director Schuldt discussed the impact of the recent decision by the State of Illinois to increase the minimum wage to \$15/hour over a six year period. The Board asked Schuldt to come up with options to cover the increased expense.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Maintenance and Business Manager, Jana Jacobs updated the Board on various activities within her Departments.

**RECREATION DEPARTMENT REPORT –**

Schuldt reported on various recreation programs that have either been completed or are about to start.

**NEW BUSINESS:**

On a motion by Hippen and a second by Stutzke it was moved to approve Ordinances 2019-03, 04 and 05 which abates the taxes for the Series 2010A, 2010B and 2018 Bonds.

**EXECUTIVE SESSION:**

On a motion by Hippen and a second by Stutzke it was move to adjourn into closed session per Section 2(c)(3) of the Illinois Open Meeting Act to discuss the selection of an individual to fill the Board vacancy created by the resignation of Rick Andersen. Upon a roll call vote, the following voted aye: Aitken, Hippen, Reyes and Stutzke. Motion carried.

The Board reconvened into open session at 8:15 P.M. On a motion by Hippen and a second by Aitken it was moved to appoint Magdaline Egert to fill the unexpired term of Rick Andersen. Upon a roll call vote, the following voted aye: Aitken, Hippen, Reyes and Stutzke. Motion carried. Schuldt indicated that Ms. Egert would officially be seated on the Board after she is given the Oath of Office at the March meeting.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Aitken, it was moved to adjourn the regular meeting at 8:18 P.M. Upon a roll call vote, the following voted aye: Aitken, Hippen, Reyes and Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly on Monday; March 18, 2019 at the Duis Recreation Center; 211 East St. Mary's Road; Sterling at 6:00 P.M.

## **AGENDA**

### **CALL TO ORDER**

### **OATH OF OFFICE:**

-Maggie Egert

### **ROLL CALL**

### **SCHEDULED VISITORS:**

-None

### **APPROVAL OF MINUTES:**

-February 21, 2019 Regular Meeting  
-February 21, 2019 Executive Meeting

### **TREASURER'S REPORT:**

-February, 2019

### **COMMUNICATION TO BOARD:**

-None

### **OLD BUSINESS:**

-None

### **COMMISSIONER'S REPORT:**

-None

### **EXECUTIVE DIRECTOR'S REPORT:**

-Minimum Wage Impact  
-Sons & Daughters of Thunder Motion Picture

### **DEPARTMENT REPORTS:**

#### **PARKS DEPARTMENT REPORT:**

-Department Update

#### **RECREATION DEPARTMENT REPORT:**

-Westwood Fitness Programs/Activities/Dress Code

### **NEW BUSINESS:**

- None

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

-Per Section 2(c) (1) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline or dismissal of specific employees of the Sterling Park District.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
March 18, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on March 18, 2019 at the Duis Recreation Center. Prior to the roll call, Maggie Egert was given the Oath of Office. Egert will complete the term of Rick Andersen.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>MAINT./BUSINESS MANAGER PRESENT:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Egert, it was moved to approve the minutes of the Regular and the Executive Meetings held on February 21, 2019. Upon a roll call vote the following voted aye: Aitken, Hippen, Stutzke and Reyes. Abstain: Egert. Motion carried.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Hippen it was move to approve the February 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Reyes, and Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** Executive Director Schuldt discussed the impact of the recent decision by the State of Illinois to increase the minimum wage to \$15/hour over a six year period. Further discussion will take place at the summer Budget Workshop.

Schuldt informed the Board that the movie, Sons & Daughters of Thunder; with several scenes being taken at the Dillon Home Museum, with be shown at the Sterling High School Auditorium at 6:00 P.M. on April 18, 2019.

Schuldt also informed the Board that the outdoor tennis court/pickleball court resurfacing projects at Westwood, Kilgour and Thomas Parks will be stating mid to late April and will take approximately 5 weeks to complete.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Maintenance and Business Manager, Jana Jacobs updated the Board on various activities within her Departments.

**RECREATION DEPARTMENT REPORT –**

Athletics Manager Kel Bond discussed the various fitness programs and activities currently being offered. Bond also presented an extensive change to the Westwood Patron Dress Code for consideration. After several minutes of discussion, it was the consensus of the Board that the proposed Dress Code should be modified, making it less restrictive. Staff will rework the draft policy and reintroduce it at the April Board meeting.

**NEW BUSINESS:**

None.

**EXECUTIVE SESSION:**

On a motion by Hippen and a second by Stutzke it was move to adjourn into closed session per Section 2(c)(1) of the Illinois Open Meeting Act to discuss the appointment, employment, compensation, discipline or dismissal of specific employees of the Sterling Park District. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Reyes and Stutzke. Motion carried.

The Board reconvened into open session at 8:15 P.M.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Aitken, it was moved to adjourn the regular meeting at 8:16 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Reyes and Stutzke. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
March 18, 2019**

**CALL TO ORDER:** President Reyes called the Executive meeting of the Board of Commissioners to order at 8:00 P.M. on March 18, 2019 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>ATHLETICS MANAGER PRESENT:</b>	Bond

**REPORT OF OFFICERS:** President Reyes stated that the purpose of the executive session was to discuss the proposed disciplinary action to **REDACTED**.

**PARAGRAPH REDACTED**

**PARAGRAPH REDACTED**

With no further discussion, on a motion by Hippen and a second by Aitken, the executive session was adjourned at 8:14 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen Reyes and Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly on Monday; March 18, 2019 at the Duis Recreation Center; 211 East St. Mary's Road; Sterling immediately after the 6:00 P.M. Annual Meeting.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -March 18, 2019 Regular Meeting  
-March 18, 2019 Executive Meeting

**TREASURER'S REPORT:** -March, 2019

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -Westwood Dress Code  
-Thomas Park Pickleball Courts

**COMMISSIONER'S REPORT:** -None

**EXECUTIVE DIRECTOR'S REPORT:** -None

### **DEPARTMENT REPORTS:**

**PARKS DEPARTMENT REPORT:** -Department Update

**RECREATION DEPARTMENT REPORT:** -Westwood Juice Bar/Kids Gym Report

**NEW BUSINESS:** -Resolution 19-3 (VA Grant Application)  
-Kilgour Park Basketball Court Resurfacing Bids

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -Per Section 2(c)(1) (11) of the Illinois Open Meetings Act to discuss the employment, compensation, discipline or dismissal of certain employees of the Sterling Park District and to discuss ongoing litigation against the District.

### **ADJOURNMENT**



**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
April 15, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:05 P.M. on April 15, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Reyes
	<b>COMMISSIONERS ABSENT:</b>	Stutzke
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>MAINT./BUSINESS MANAGER PRESENT:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Egert, it was moved to approve the minutes of the Regular and the Executive Meetings held on March 18, 2019. Upon a roll call vote the following voted aye: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Egert it was move to approve the March 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, and Ryes. Absent: Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:**

Executive Director Schuldt discussed the revised dress code for Westwood where shirts would need to be worn in certain areas of all three Westwood buildings and that sports bras would need to be covered in certain areas of all three buildings as well. It was the consensus of the Board members present, to approve the dress code changes for Westwood as presented.

Schuldt recommended that the Thomas Park Pickleball Resurfacing Project should be amended to include perimeter fencing around each of the six courts for an additional \$10,980. After several minutes of discussion it was the consensus of the Board members present to authorize Schuldt to expand the scope of work for this project to include the additional fencing.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Maintenance and Business Manager, Jana Jacobs updated the Board on various activities within her Departments.

**RECREATION DEPARTMENT REPORT –**

Westwood Manager Margo Dravis reported on the successful operations of the Westwood Juice Bar and Kids Gym. So far both have exceeded staff's expectations.

**NEW BUSINESS:**

On a motion by Aitken and a second by Egert it was moved to approve Resolution 19-3, which supports staff's efforts to apply for a Veterans Administration Adaptive Sports Grant. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen and Reyes. Absent: Stutzke. Motion carried.

Schuldt presented two options to resurface the basketball court area at Kilgour Park. One option would include the installation of a surface similar to an outdoor tennis court and the other option would be to install plastic tiles, similar to what has been on the courts for the last 19 years. After several minutes of discussion, the Board directed staff to investigate the cost of installing a new concrete surface, by either replacing the existing concrete or by adding new concrete to the top of the current surface. Staff indicated that the cost/feasibility of the new options will be presented at the May Board meeting.

**EXECUTIVE SESSION:**

On a motion by Hippen and a second by Egert it was move to adjourn into closed session per Section 2(c)(1) of the Illinois Open Meeting Act to discuss the appointment, employment, compensation, discipline or dismissal of specific employees of the Sterling Park District. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

The Board reconvened into open session at 8:43 P.M.

On a motion by Hippen and a second by Aitken it was moved to award Executive Director Schuldt, a lump-sum, one-time \$7,000 bonus payable during next full pay period. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen and Reyes. Absent: Stutzke. Motion carried

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Aitken, it was moved to adjourn the regular meeting at 8:45 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will hold their Annual Meeting on Monday, April 15, 2019 commencing at 6:00 P.M. This meeting will be held at the Duis Center, 211 East St. Mary's Road; Sterling, Illinois.

## **AGENDA**

Call to Order

Roll Call

Disbandment of Present Officers

Oath of Office

Election of Chairperson Pro Tem

Election of President

Election of Vice President

Appointment of Secretary

Appointment of Treasurer

Approval of FY 2020 Meeting Dates/Time/Location

Appointment to Sterling Park District Museum  
Association Board for FY 2020

Adjournment

**STERLING PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
ANNUAL MEETING  
April 15, 2019**

**CALL TO ORDER:**

**COMMISSIONERS PRESENT:**

Aitken  
Egert  
Hippen  
Reyes

**COMMISSIONERS ABSENT:**

Stutzke

**EXECUTIVE DIRECTOR PRESENT:**

Schuldt

**DISBANDMENT OF OFFICERS:**

On a motion by Hippen and a second by Aitken it was moved to disband the present officers of the Board of Commissioners. Upon roll call vote, the following voted aye: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

**ELECTION/APPOINTMENT OF  
OFFICERS, MEETING DATES  
APPROVAL, MUSEUM  
BOARD APPOINTMENT:**

On a motion by Aitken and a second by Reyes, Marvin Reyes was nominated to be President of the Board of Commissioners, Jeff Hippen was nominated to be Vice President of the Board of Commissioners, Executive Director Larry Schuldt was nominated to be Secretary of the Board of Commissioners, and David Stutzke was nominated to be Treasurer of the Board of Commissioners. Upon roll call vote, the following voted aye to approve the slate of nominations: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

On a motion by Hippen and a second by Egert it was moved to approve the regular meeting dates for the Sterling Park District for the 2019-2020 fiscal year with the meetings being held at 6:00 PM on the third Monday of each month at the Duis Recreation Center which is located at 211 East St. Mary's Road, Sterling. Upon roll call vote, the following voted aye: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

President Reyes appointed Commissioner Stutzke and Executive Director Schuldt to the Sterling Park District Museum Association Board for fiscal year 2019-2020.

**ADJOURNMENT:**

On a motion by Egert and a second by Aitken, it was moved to adjourn the annual meeting at 6:04 P.M. Upon roll call vote, the following voted aye: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
April 15, 2019**

**CALL TO ORDER:**

President Reyes called the Executive meeting of the Board of Commissioners to order at 7:25 P.M. on April 15, 2019 at the Duis Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Aitken  
Egert  
Hippen  
Reyes  
Stutzke  
Schuldt

**COMMISSIONERS ABSENT:**

**EXECUTIVE DIRECTOR PRESENT:**

**REPORT OF OFFICERS:**

President Reyes stated that the purpose of the executive session was to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District.

At this point of the meeting Schuldt was excused from the closed session.

Reyes indicated that he wanted to discuss each Board member's individual evaluation of Executive Director Schuldt's job performance over the past year, to discuss the formulation of a series of goals for Schuldt and his staff to accomplish during the next evaluation period and to discuss Schuldt's compensation. After several minutes of discussion, Schuldt was asked to return to the meeting.

Each Board member (Aitken/Hippen/Reyes) reviewed their individual evaluations of Schuldt's job performance. Goals established by Schuldt and the Board for the next twelve months were also discussed.

Reyes stated that it was the consensus of the Board to give Schuldt a \$7,000 bonus, payable in one lump sum, during the District's next full payroll for his good work during this evaluation period.

**PARAGRAPH REDACTED**

With no further discussion on a motion by Egert and a second by Hippen the executive session was adjourned at 8:42 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen and Reyes. Absent: Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly on Monday: May 20, 2019 at the Duis Recreation Center; 211 East St. Mary's Road; at 6:00 P.M.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

-Marc Gebhardt/Wendler Engineering

### **APPROVAL OF MINUTES:**

-April, 15 2019 Annual Meeting  
-April, 15 2019 Regular Meeting  
-April, 15 2019 Executive Meeting

### **TREASURER'S REPORT:**

-April 2019

### **COMMUNICATION TO BOARD:**

-None

### **OLD BUSINESS:**

-Kilgour Basketball Courts

### **COMMISSIONER'S REPORT:**

-None

### **EXECUTIVE DIRECTOR'S REPORT:**

-None

### **DEPARTMENT HEAD REPORTS:**

#### **DIRECTOR OF PARKS & PLANNING:**

-Department Update

#### **RECREATION REPORT:**

-Jake Lipka: Tennis/Pickleball Update

### **NEW BUSINESS:**

-Westwood/Sinnissippi Park Roadway Resurfacing Project

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

-None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
May 20, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on May 20, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Stutzke Reyes
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>MAINT./BUSINESS MANAGER PRESENT:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Egert, it was moved to approve the minutes of the Annual, Regular and the Executive Meetings held on April 15, 2019. Upon a roll call vote the following voted aye: Aitken, Egert, Hippen, and Reyes. Abstain: Stutzke. Motion carried.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Reyes it was move to approve the April 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Ryes. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** Discussion about the type of basketball court surfacing at Kilgour Park continued from the April Board meeting. It was the consensus of the Board that staff should get input from the basketball community as to the type of surface they would like to play on. Further discussion will take place at the June Board meeting.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** None

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Maintenance and Business Manager, Jana Jacobs updated the Board on various activities within her Departments.

**RECREATION DEPARTMENT REPORT –**

Racquet Professional Jake Lipka reviewed the racquet programs he has established since hired as well as discussed his upcoming summer program schedule.

**NEW BUSINESS:**

On a motion by Aitken and a second by Stutzke it was moved to approve the bid from Civil Construction for the amount of \$356,663.88 plus a \$50,000 contingency to resurface the roads at Sinnissippi Park and the roads/parking areas around Westwood Building #1/Track Building. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Aitken, it was moved to adjourn the regular meeting at 8:15 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.



## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly on Monday: June 17, 2019 at the Duis Recreation Center; 211 East St. Mary's Road; at 6:00 P.M.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

-Sterling Millennial Committee/Dog Park

### **APPROVAL OF MINUTES:**

-May, 20 2019 Regular Meeting

### **TREASURER'S REPORT:**

-May 2019

### **COMMUNICATION TO BOARD:**

-None

### **OLD BUSINESS:**

-Kilgour Basketball Courts

### **COMMISSIONER'S REPORT:**

-None

### **EXECUTIVE DIRECTOR'S REPORT:**

-None

### **DEPARTMENT HEAD REPORTS:**

#### **PARKS DEPARTMENT REPORT:**

-None

#### **RECREATION REPORT:**

-None

#### **NEW BUSINESS:**

-FY2019 Sterling Park District Tentative Operating Budget  
and Appropriations Ordinance  
-Right of Way Dedication/City of Sterling/Round-a-Bout

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

-None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
June 17, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on June 17, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Hippen Stutzke Reyes
	<b>COMMISSIONERS ABSENT:</b>	Egert
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>MAINT./BUSINESS MANAGER PRESENT:</b>	Jacobs

**SCHEDULED VISITORS:** The Sterling Valley Millennial Vision Group presented a proposal for a Dog Park within the Sterling park system. Their goal is to raise \$50,000 by this September, which would pay for the fencing and an ADA compliant walkway to the park. Fundraising would continue to add additional amenities to the park. After the initial \$50,000 is raised, then the group will request a specific location where the dog park could be constructed. It was the consensus of the Park Board to allow the group to begin their fundraising efforts.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Hippen, it was moved to approve the minutes of the Regular Meeting held on May 20, 2019. Upon a roll call vote the following voted aye: Aitken, Hippen, Stutzke and Reyes. Absent: Egert. Motion carried.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Reyes it was move to approve the May 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Hippen, Stutzke and Ryes. Absent: Egert. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** On a motion by Aitken and a second by Ryes is was moved to approve the bid from Sport Court Midwest of Elmhurst, IL for \$32,500 to resurface the basketball playing surface at Kilgour Park with a TITAN TRAX System. Upon a roll call vote, the following voted aye: Aitken, Hippen, Stutzke and Reyes. Absent: Egert. Motion carried.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S  
REPORT:**

None.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**  
None.

**RECREATION DEPARTMENT REPORT –**  
None.

**NEW BUSINESS:**

On a motion by Aitken and a second by Stutzke it was moved to approve the Sterling Park District's Tentative FY2020 Operating Budget and Appropriations Ordinance and to place the documents on public display for 30 days. Upon a roll call vote, the following voted aye: Aitken, Hippen, Stutzke and Reyes. Absent: Egert. Motion carried.

On a motion by Stutzke and a second by Hippen it was move to approve the Right of Way Dedication document as presented by the City of Sterling so the City may construct a round-a-bout at the intersections of LeFever and Lynn Blvd. Upon a roll call vote, the following voted aye: Aitken, Hippen, Stutzke and Ryes. Absent: Egert. Motion carried.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Aitken, it was moved to adjourn the regular meeting at 8:20 P.M. Upon a roll call vote, the following voted aye: Aitken, Hippen, Stutzke and Reyes. Absent: Egert. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will hold a Special Meeting on Wednesday, June 26, 2019, commencing at 5:00 P.M. This meeting will be held at the Frasor Center, 1913 Third Avenue, Sterling, Illinois.

**AGENDA:** 2019-2020 Sterling Park District  
Budget Workshop

**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
June 26, 2019**

**CALL TO ORDER:**

President Reyes called the special meeting of the Board of Commissioners to order at 5:00 P.M. on June 26, 2019 at the Frasor Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Aitken  
Egert  
Hippen  
Reyes  
Stutzke

**COMMISSIONERS ABSENT:**

None

**EXECUTIVE DIRECTOR PRESENT:**

Schuldt

**REPORT OF OFFICERS:**

President Reyes stated that the purpose of the meeting was to review the District's 2019-2020 Tentative Operating Budget.

Executive Director Schuldt reviewed the proposed budget including staffing levels, revenues, disbursements, fees and charges, tax rates, and bond debt. In addition Schuldt and the Board discussed the District's capital and equipment plans, Emerald Hill's current financial position as well as on-going and future District projects and activities and how they would affect the budget. Schuldt also discussed the pending retirement of Doug Jacobs and the staffing plans going forward.

The establishment of a \$29,900 salary increase pool plus salary adjustments for position changes was also discussed.

A public hearing on the proposed budget will be held at 6:00 pm. at Duis Center on Monday, July 15, 2019.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Andersen, the special meeting was adjourned at 8:45 P.M. Upon roll call vote the following voted aye: Aitken, Egert, Hippen, Reyes and Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will hold a Special Meeting on Monday, July 15, 2019, commencing at 6:00 P.M. This meeting will be held at Duis Center; located at 211 East St. Mary's Road, Sterling, Illinois.

**AGENDA:** 2019-2020 Sterling Park District  
Budget Hearing

**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
JULY 15, 2019**

**CALL TO ORDER:** President Reyes called the special meeting of the Board of Commissioners to order at 6:00 p.m. on July 15, 2019 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Eggert Hippen Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt

**REPORT OF OFFICERS:** President Reyes stated that the purpose of the special meeting was to receive public comment about the District's 2019-2020 tentative operating budget.

**ADJOURNMENT:** With no public comment, on a motion by Stutzke and a second by Aitken, the special meeting was adjourned at 6:01 p.m. Upon roll call vote the following voted aye: Aitken, Eggert, Hippen, Reyes and Stutzke. Absent: None. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly on Monday; July 15, 2019 at the Duis Recreation Center; 211 East St. Mary's Road; Sterling immediately after the 6:00 PM Budget Public Hearing.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -Don Mekeel

**APPROVAL OF MINUTES:** -June 17, 2019 Regular Meeting  
-June 26, 2019 Special Meeting

**TREASURER'S REPORT:** -June 2019

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -None

**COMMISSIONER'S REPORT:** -None

**EXECUTIVE DIRECTOR'S REPORT:** -None

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** -Tree/Bench Donation Policy

**RECREATION REPORT:** -Kim Tuft (Gymnastics Program)

**NEW BUSINESS:** -Special Meeting-Budget Approval

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**



**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
July 15, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:03 P.M. on July 15, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Stutzke Reyes
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>DIRECTOR OF PARKS AND PLANNING:</b>	Jacobs

**SCHEDULED VISITORS:** Several Emerald Hill golfers expressed concerns about the cancellation of the Qualifier Tournament, the cart fees for college age members, little emphasis placed on junior golf, and little emphasis of attracting female golfers. The group also thought the Park Board should consider the formation of an Emerald Hill Golf Association to assist with tournaments, special events and be a voice for the Emerald Hill golfers. The Park Board thanked the group for coming and said that they would discuss and consider their ideas and concerns.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Stutzke, it was moved to approve the minutes of the June 17, 2019 Regular Meeting. Upon a roll call vote the following voted aye: Aitken, Hippen, Reyes and Stutzke. Abstain: Egert. Motion carried.

On a motion by Egert and a second by Hippen it was moved to approve the minutes of the June 26, 2019 Special Meeting. Upon a roll call vote the following voted aye: Aitken, Egert, Hippen, Reyes and Stutzke. Motion carried.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Stutzke it was move to approve the June 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Ryes. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S  
REPORT:**

None

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Doug Jacobs reviewed the District's Tree/Bench Donation Policy. It was staff's recommendation to no longer accept the donation of any new benches, but instead allow the adoption of some of our current and future benches. The Park Board concurred with this idea.

**RECREATION DEPARTMENT REPORT –**

Gymnastics Manager Kim Tuft gave an overview of the Park District's successful gymnastics program. Tuft indicated that further growth will be hindered because of the difficulty of hiring qualified staff and because of space limitations.

**NEW BUSINESS:**

President Ryes indicated that there would be a Special Meeting held at Frasor Center at 12:10 PM on July 23, 2019 to approve the District's FY2020 Budget.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Aitken, it was moved to adjourn the regular meeting at 8:35 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will hold a special meeting on Tuesday, July 23, 2019, commencing at 12:10 P.M. This meeting will be held at Frasier Center; 1913 Third Avenue; Sterling, Illinois.

**AGENDA:** Adoption of the 2019-2020 Sterling Park District Budget

**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
JULY 23, 2019**

**CALL TO ORDER:** President Reyes called the special meeting of the Board of Commissioners to order at 12:10 p.m. on July 23, 2019 at the Frasor Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Hippen Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	Eggert
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt

**REPORT OF OFFICERS:** President Reyes stated that the purpose was to adopt the District's 2019-2020 operating budget.

On a motion by Aitken and a second by Reyes it was moved to approve the District's 2019-2020 Budget and Appropriations Ordinance as presented. Upon a roll call vote the following voted aye: Aitken, Hippen, Reyes and Stutzke. Absent: Eggert. Motion carried.

**ADJOURNMENT:** With no further business, on a motion by Hippen and a second by Stutzke, the special meeting was adjourned at 12:12 p.m. Upon roll call vote the following voted aye: Aitken, Hippen, Reyes, and Stutzke. Absent: Eggert. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly at 6:00 PM on Monday; August 19, 2019; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

-Dog Park Committee Update

### **APPROVAL OF MINUTES:**

-July 15, 2019 Special Meeting  
-July 15, 2019 Regular Meeting  
-July 23, 2019 Special Meeting

### **TREASURER'S REPORT:**

-July 2019

### **COMMUNICATION TO BOARD:**

-None

### **OLD BUSINESS:**

-None

### **COMMISSIONER'S REPORT:**

-President Reyes (Emerald Hill Committee Appointments)

### **EXECUTIVE DIRECTOR'S REPORT:**

-Outdoor Tennis/Pickleball Court Resurfacing Project  
-Westwood/Sinnissippi Road Resurfacing Project

### **DEPARTMENT HEAD REPORTS:**

#### **DIRECTOR OF PARKS & PLANNING:**

-Thomas Park Improvements

#### **RECREATION REPORT:**

-Casey Hnatiuk (Stingray Swim Club)

### **NEW BUSINESS:**

-Dillon Home Carriage House Roof Bids  
-Natural Gas/Electric bids

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

-None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
August 19, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on August 19, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Reyes
	<b>COMMISSIONERS ABSENT:</b>	Stutzke
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>MAINT./BUSINESS MANAGER PRESENT:</b>	Jacobs

**SCHEDULED VISITORS:** The Sterling Valley Millennial Vision Group/Dogwood Park Committee updated the Park Board on their fundraising efforts, having raised nearly \$22,000 of the initial \$50,000 goal. The committee indicated however that they were hampered because the site of the dog park is not known. The committee stated that Thomas Park was their preferred spot. As a result, the Park Board announced that at the September 16, 2019 regular meeting, time would be given for the community, area residents and supports to discuss their opinions on the proposed Thomas Park site for Dogwood Acres.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Egert, it was moved to approve the minutes of the Special and Regular Meetings held on July 15, 2019. Upon a roll call vote the following voted aye: Aitken, Egert, Hippen and Reyes. Absent: Stutzke. Motion carried.

On a motion by Aitken and a second by Egert, it was moved to approve the minutes of the Special Meeting held on July 23, 2109. Upon a roll call vote the following voted aye: Aitken, Hippen and Ryes. Abstain: Egert. Absent: Stutzke.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Egert it was move to approve the July 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen and Reyes. Absent: Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None

**COMMISSIONER'S REPORT:** President Reyes indicated that ten individuals had expressed interest in serving on the Friends of Emerald Hill Committee. He said that he is planning to appoint 6 of the 10 and will release the names when they accept the appointment.

**EXECUTIVE DIRECTOR'S REPORT:**

Executive Director Schuldt updated the Park Board on the status of the tennis/pickleball resurfacing projects at Westwood, Thomas and Kilgour as well as an update on the Westwood and Sinnissippi Park road resurfacing projects. Schuldt stated that all the projects are progressing and should be completed by the end of September.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks and Planning Jana Jacobs updated the Park Board as to the various improvements that have been or will be made to Thomas Park in addition to the six new pickleball courts.

**RECREATION DEPARTMENT REPORT –**

Head Swim Team Coach Casey Hnatiuk gave a report about the Stingray Swim Club, reviewing his first year with the Club as well as outlining his short term and long term goals for the Club.

**NEW BUSINESS:**

On a motion by Aitken and a second by Reyes it was moved to approve the bid from Sterling Commercial Roofing of \$38,609.90 to re-roof the Carriage House which is located adjacent to the Dillon Home Museum. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

On a motion by Aitken and a second by Hippen it was move to approve the bid from Direct Energy to supply our natural gas at a rate of 5.8553 cents/kWh for 47 months beginning on October 1,2020 and to supply our natural gas a rate of \$3.677/Dth from December 1, 2021 to November 30, 2024. Upon a roll call vote, the following voted aye: Aitken, Eggert Hippen, and Ryes. Absent: Stutzke. Motion carried.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Aitken, it was moved to adjourn the regular meeting at 8:00 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly at 6:00 PM on Monday; September 16, 2019; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -Dogwood Acres/Thomas Park Discussion

**APPROVAL OF MINUTES:** -August 19, 2019 Regular Meeting

**TREASURER'S REPORT:** -August 2019

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -None

**COMMISSIONER'S REPORT:** -None

**EXECUTIVE DIRECTOR'S REPORT:** -None

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** -Parks Department Report

**RECREATION REPORT:** -None

**NEW BUSINESS:** -None

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**



**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
September 16, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on September 16, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Reyes
	<b>COMMISSIONERS ABSENT:</b>	Stutzke
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>MAINT./BUSINESS MANAGER PRESENT:</b>	Jacobs

**SCHEDULED VISITORS:** Time was given to both opponents and proponents to address the proposed dog bark at Thomas Park. Proponents thought the Thomas location and size was perfect for the dog park. Opponents submitted a list of questions and concerns about both dog parks in general and the Thomas Park location. Those questions were addressed by either Executive Director Larry Schuldt or representatives of the organizing committee.

After several minutes of discussion, on a motion by Aitken and a second by Reyes it was moved to approve Thomas Park as the location of Dogwood Acres, contingent upon the organizing committee having enough funds to pay for both the installation of the perimeter fencing and ADA compliant access to both the large and small dog park areas. Upon a roll call vote the following voted aye: Aitken, Egert, Hippen and Reyes. Absent: Stutzke. Motion carried.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Egert, it was moved to approve the minutes of the Regular Meeting held on August 19, 2019. Upon a roll call vote the following voted aye: Aitken, Egert, Hippen and Reyes. Absent: Stutzke. Motion carried.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Egert it was move to approve the August 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen and Reyes. Absent: Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None

**COMMISSIONER'S REPORT:** None

**EXECUTIVE DIRECTOR'S  
REPORT:** None

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks and Planning Jana Jacobs updated the Park Board as to the various activities her department was involved with this past month.

**RECREATION DEPARTMENT REPORT –**

None

**NEW BUSINESS:** None

**EXECUTIVE SESSION:** None.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Aitken, it was moved to adjourn the regular meeting at 8:00 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, and Reyes. Absent: Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly at 6:00 PM on Monday; October 21, 2019; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

-None

### **APPROVAL OF MINUTES:**

-September 16, 2019

### **TREASURER'S REPORT:**

-September 2019

### **COMMUNICATION TO BOARD:**

-None

### **OLD BUSINESS:**

-None

### **COMMISSIONER'S REPORT:**

-None

### **EXECUTIVE DIRECTOR'S REPORT:**

-Electric Bikes

-Emerald Hill Golf Committee Update

### **DEPARTMENT HEAD REPORTS:**

#### **DIRECTOR OF PARKS & PLANNING:**

-Parks Department Report

-Dog Park Update

#### **RECREATION REPORT:**

-Kel Bond/Michele Kreczmer (Westwood Report)

### **NEW BUSINESS:**

-Passenger Van Bids

-Bond Issue Hearing Date (BINA Hearing)

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

-Per Sections 2(c)(1)(11) and Section 2.06(D) of the Illinois Open Meetings Act, to discuss the appointment, employment, compensation, discipline or dismissal of certain employees of the Sterling Park District; to discuss ongoing litigation against the Sterling Park District and to all closed meetings since the last review.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
October 21, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on October 21, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Stutzke Reyes
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>DIRECTOR OF PARKS AND PLANNING:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Egert, it was moved to approve the minutes of the September 16, 2019 regular meeting. Upon a roll call vote the following voted aye: Aitken, Egert, Hippen, and Reyes. Abstain: Stutzke. Motion carried.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Egert it was move to approve the September 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Ryes. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** Executive Director Schuldt gave a Friends of Emerald Hill Committee update as well as discussed possible changes to District regulations concerning the use of electric bikes on District property. The Board directed Schuldt to draft an ordinance allowing the use of electric bikes on District property, including the trail system; that can be reviewed and further discussed.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Jana Jacobs reviewed the various activities and projects that the parks' staff has completed and has started.

**RECREATION DEPARTMENT REPORT –**

Westwood Manager Kel Bond and Assistant Manager Michele Kreczmer updated the Board about activities taking place at Westwood and discussed the process of the facility going 24/5 beginning on January 6, 2020.

**NEW BUSINESS:**

On a motion by Aitken and a second by Stutzke it was moved to purchase a 2019 Dodge Grand Caravan from Kunis Country in Sterling for \$26,073.81. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

President Reyes called for a public hearing concerning the intent of the Park Board to sell, not to exceed \$1,410,000 in general obligation park bonds. The meeting will be held at 12:10 PM on November 5<sup>th</sup> at Frasor Center, which is located at 1913 Third Ave. Sterling, Illinois.

**EXECUTIVE SESSION:**

On a motion by Hippen and a second by Reyes it was moved to adjourn to executive session per Sections 2 (c)(1)(11) and Section 2.06(D) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline or dismissal of certain employees of the Sterling Park District; to discuss litigation against the Sterling Park District and to review all closed meeting since the last review. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

The Board reconvened into open session at 8:00 P.M. On a motion by Aitken and a second by Egert it was moved to fully release the executive session minutes of August 20, 2018; December 17, 2018; January 21, 2019 and to partially release the executive session minutes of October 15, 2018; March 18, 2019; April 15, 2019. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Aitken, it was moved to adjourn the regular meeting at 8:30 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
October 21, 2019**

**CALL TO ORDER:** President Reyes called the Executive Meeting of the Board of Commissioners to order at 8:01 P.M. on October 21, 2019 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>ATHLETICS MANAGER PRESENT:</b>	Bond

**REPORT OF OFFICERS:** President Reyes stated that the purpose of the executive session was to Discuss the compensation of Jake Lipka, review the ongoing skate park litigation and to review all closes session minutes since the last review.

Schuldt indicated that effective November 1, 2019; Jake Lipka's base wage, per agreement will be reduced by \$6,000 to \$24,000. This would be the third such reduction. Lipka has asked the Board to consider not reducing his base wage. After several minutes of discussion, it was the consensus of the Board not to reduce Lipka's wage this year and to create some goals for him to achieve by next October, which would be in addition to his normal operational responsibilities. The Board would then re-evaluate his base wage a year from now.

**PARAGRAPH REDACTED**

The Board then reviewed the executive session minutes of August 20, 2018; October 15, 2018; December 17, 2018; January 21, 2019; March 18, 2019; and April 15, 2019.

With no further discussion, on a motion by Hippen and a second by Aitken, the executive session was adjourned at 8:28 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen Reyes and Stutzke. Motion carried.

**NOTICE OF SPECIAL MEETING OF  
THE BOARD OF PARK COMMISSIONERS OF  
THE STERLING PARK DISTRICT,  
WHITESIDE COUNTY, ILLINOIS**

PUBLIC NOTICE HEREBY GIVEN that the Board of Park Commissioners of the Sterling Park District, Whiteside County, Illinois (the "*Park Board*") will hold a special meeting of the Park Board on the 5th of November, 2019 at 12:10 o'clock P.M., at Frasor Center; 1913 Third Avenue, Sterling, Illinois.

The Agenda for the Meeting is as follows:

1. Conduct a public hearing concerning the intent of the Board of Commissioners of the Sterling Park District, Whiteside County, Illinois, to sell not to exceed \$1,410,000 General Obligation Park Bonds.

Dated the 1st day of November, 2019.

Larry Schuldt \_\_\_\_\_  
Secretary, Board of Park Commissioners,  
Sterling Park District, Whiteside County,  
Illinois

MINUTES of a special public meeting of the Board of Park Commissioners of the Sterling Park District, Whiteside County, Illinois, held at the Frasor Center, 1913 Third Avenue, Sterling, Illinois, in said District at 12:10 o'clock P.M., on the 5th day of November, 2019.

\* \* \*

The President, Marvin Reyes, called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, the following Park Commissioners were physically present at said location: Aitken and Stutzke.

The following Park Commissioners were allowed by a majority of the Park Commissioners of the District in accordance with and to the extent allowed by rules adopted by the District to attend the meeting by video or audio conference: Reyes.

No Park Commissioner was not permitted to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: Egert and Hippen

At 12:10 o'clock P.M., the President announced that the public hearing (the "*Hearing*") was called to receive public comments on the proposal to sell not to exceed \$1,410,000 General Obligation Park Bonds, Series 2019 (the "*Bonds*") for the payment of land condemned or purchased for parks or boulevards, for the building, maintaining, improving and protecting of the same and for the payment of the expenses incident thereto.

The President opened the discussion and explained that the reasons for the proposed issuance of the Bonds were as follows: For the payment of land condemned or purchased for parks or boulevards, for building, maintaining, improving and protecting the same and for the payment of expenses incident thereto.



Whereupon the President asked for additional comments from the Park Commissioners.  
Additional comments were made by the following:

None.

Written testimony concerning the proposed issuance of the Bonds was read into the record by the Secretary and is attached hereto as *Exhibit I*.

None.

Whereupon the President asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. Statements were made by the following:

None.

The President then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Park Commissioner Aitken moved and Park Commissioner Stutzke seconded the motion that the Hearing be finally adjourned.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion.

Upon the roll being called, the following Park Commissioners voted:

AYE: AITKEN, REYES AND STUTZKE.

NAY: NONE.

Whereupon the President declared the motion carried and the Hearing was finally adjourned.

Other business not pertinent to the conduct of the Hearing was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

STATE OF ILLINOIS                    )  
  ) SS  
COUNTY OF WHITESIDE            )

**CERTIFICATION OF MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Sterling Park District, Whiteside County, Illinois (the "*Board*"), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitute a full, true and complete transcript of the minutes of the meeting of the Board held on the 5th day of November, 2019, insofar as the same relates to a public hearing concerning the intent of the Board to sell not to exceed \$1,410,000 General Obligation Park Bonds, Series 2019.

I do further certify that the deliberations of the Board at said meeting were conducted openly, that all votes taken at said meeting were taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that a true, correct and complete copy of said agenda as so posted is attached to this certificate as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, the Park District Code of the State of Illinois, as amended, and the Bond Issue Notification Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and said Code and with all of the procedural rules of the Board in the conduct of said meeting.

I do further certify that notice of said public hearing was posted at least 48 hours before said public hearing at the principal office of the Board and that attached hereto as *Exhibit B* is a true, correct and complete copy of said notice as so posted.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said District, this 5th day of November, 2019.

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Secretary

[SEAL]

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly at 6:00 PM on Monday; November 18, 2019; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -October 21, 2019 Regular Meeting  
-October 21, 2019 Executive Meeting

**TREASURER'S REPORT:** -October 2019

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -None

**COMMISSIONER'S REPORT:** -None

**EXECUTIVE DIRECTOR'S REPORT:** -None

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** -Parks Department Report

**RECREATION REPORT:** -None

**NEW BUSINESS:** -Resolution 2020-02 (Truth in Taxation Law Resolution)  
-Ordinance 2020-01: AN ORDINANCE providing the issuance of \$1,410,000 General Obligation Park Bonds, Series 2019 of the Sterling Park District, Whiteside County, Illinois and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds.  
-Skate Park Operations Review (rules/components/recommendations)

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
November 18, 2019**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on November 18, 2019 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Egert Hippen Stutzke Reyes
	<b>COMMISSIONERS ABSENT:</b>	None
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>DIRECTOR OF PARKS AND PLANNING:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Aitken and a second by Stutzke, it was moved to approve the minutes of the October 21, 2019 regular and executive meetings. Upon a roll call vote the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**TREASURER'S REPORT:** On a motion by Aitken and a second by Egert it was move to approve the October 2019 Treasurer's Report as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Ryes. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** None.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**  
Jana Jacobs reviewed the various activities and projects that the parks' staff has completed and has started.

**RECREATION DEPARTMENT REPORT –**  
No Report.

**NEW BUSINESS:**

On a motion by Hippen and a second by Stutzke it was moved to approve the Truth in Taxation Law Resolution 2020-02. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

On a motion by Stutzke and a second by Aitken it was moved to approve Ordinance 2021-01 which provides for the issuance of \$1,410,000 General Obligation Park Bonds, Series 2019 of the Sterling Park District, Whiteside County, Illinois and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Ryes. Motion carried.

Executive Director Schuldt reviewed the operations of the skate park including the rules and the condition of the components. Schuldt indicated that the skate park components require increase maintenance and repairs due to the constant exposure to the weather. Schuldt also stated that many of the skate park users do not follow the posted safety rules. While there was some discussion about the possibility of upgrading the components, since safety is the District's foremost concern, with the lack of our patrons' adherence to many of the posted rules it was the consensus of the Park Board that the skate park should be permanently closed with the components being dismantled and disposed of. Schuldt stated the components would be removed and the skate park closed by the end of the year.

Discussion then ensued about what should be done with the fencing and cement pad. Schuldt said in addition to removing both; the area could be used for pickleball, basketball or some other recreational activity. Over the next few months, staff will look at various options that could be considered.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Aitken and a second by Stutzke, it was moved to adjourn the regular meeting at 7:50 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly at 6:00 PM on Monday; December 16, 2019; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -November 18, 2019

**TREASURER'S REPORT:** -November 2019  
-FY2019 Audit

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -None

**COMMISSIONER'S REPORT:** -None

**EXECUTIVE DIRECTOR'S REPORT:** -Emerald Hill Committee Report  
-Thomas Park Pond

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** -Parks Department Report

**RECREATION REPORT:** -None

**NEW BUSINESS:** -Ordinance 2020-02 (Tax Levy Ordinance for 2019)

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**