

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting at 6:00 PM on Monday; January 17, 2022; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

-None

### **APPROVAL OF MINUTES:**

-December 20, 2021 Regular Meeting  
-December 20, 2021 Executive Meeting

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

-December 2021

### **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:**

-Ordinances 2022-05 and 2022-06 (Bond Abatements)

### **COMMUNICATION FROM VISITORS:**

#### **EXECUTIVE SESSION:**

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

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
January 17, 2022**

**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 17, 2022; at the Duis Recreation 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>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 Regular Meeting and Executive minutes of December 20, 2021. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**TREASURER'S REPORT:** On a motion by Egert and a second by Aitken, it was moved to approve the December 2021 Treasurer's Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. 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 the parks' department have completed or have started.

**RECREATION DEPARTMENT REPORT –**

None.

**NEW BUSINESS:**

On a motion by Stutzke and a second by Egert it was moved to approve Ordinance 2022-05 and 2022-06 (Bond Abatements) as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke, and Reyes. Motion Carried.

**EXECUTIVE SESSION:**

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

**ADJOURNMENT:**

With no further action, on a motion by Egert and a second by Stutzke, it was moved to adjourn the regular meeting at 7:40 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  
January 17, 2022**

**CALL TO ORDER:**

President Reyes called the Executive meeting of the Board of Commissioners to order at 6:40 P.M. on January 17, 2022 at the Duis Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Aitken  
Egert  
Hippen  
Stutzke  
Reyes  
None  
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.

The goals that were given to Schuldt during his latest performance review were discussed. In addition, Schuldt requested consideration for a bonus to his annual pay to be given towards the end of this fiscal year. At this point in the meeting Schuldt was asked to leave the proceedings.

The Board discussed the merits of a bonus now as Schuldt's salary was increased last month. Reyes reminded the Board that although Schuldt did receive an increase this past December, the increase was for the current fiscal year (FY 2022), being retroactive to May 1, 2021. If a bonus was awarded now, it would be considered for FY 2023.

Schuldt was invited back to the meeting and was told that it was the consensus of the Board to award Schuldt a one-time \$5,000 bonus payable the last payroll in March 2022 and this would be considered his increase for FY 2023.

Schuldt thanked the Board for the bonus.

With no further discussion, on a motion by Egert and a second by Hippen the executive session was adjourned at 7:39 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 meeting at 6:00 PM on Monday; February 21, 2022; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

-None

### **APPROVAL OF MINUTES:**

-January 17, 2022 Regular Meeting  
-January 17, 2022 Executive Meeting

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

-January 2022

### **COMMUNICATION TO BOARD:**

-None

### **OLD BUSINESS:**

-None

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

-None

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

-Park District Logo Discussion  
-COVID Revised Guidance

### **DEPARTMENT HEAD REPORTS:**

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

-Parks Department Report

#### **RECREATION REPORT:**

-Duis Center Report

### **NEW BUSINESS:**

-Oppold Marina Boat Access Bids

### **COMMUNICATION FROM VISITORS:**

#### **EXECUTIVE SESSION:**

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

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
February 21, 2022**

**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 21, 2022; at the Duis Recreation 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>DIRECTOR OF PARKS AND PLANNING:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Egert and a second by Aitken, it was moved to approve the Regular Meeting and Executive minutes of January 17, 2022. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**TREASURER'S REPORT:** On a motion by Egert and a second by Aitken, it was moved to approve the January 2022 Treasurer's Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** Several minutes of discussion were held to discuss PDRMA's COVID signage recommendations after the mask mandate is lifted. It was the consensus of the Board to follow PDRMA's recommendations.

A presentation was given by Marketing Manager Breanne Hunter to update the District's main logo. After several minutes of discussion, Breanne will come back with some additional options before the possibility of a community wide vote.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**  
Jana Jacobs reviewed the various activities and projects the parks' department have completed or have started.

**RECREATION DEPARTMENT REPORT –**

Duis Center Manager Stephanie Milnes and Gymnastics Director Ana Smith updated the Board about various programs and activities that have been or are taking place at Duis Center.

**NEW BUSINESS:**

On a motion by Egert and a second by Stutzke, it was moved to approve the low bid from Stichter Construction Company of \$52,395 for a portion of the Oppold Marina Boat Access Project. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke, and Reyes. Motion Carried

**EXECUTIVE SESSION:**

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

**ADJOURNMENT:**

With no further action, on a motion by Egert and a second by Stutzke, it was moved to adjourn the regular meeting at 9:00 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  
February 21, 2022**

**CALL TO ORDER:** President Reyes called the Executive meeting of the Board of Commissioners to order at 8:16 P.M. on February 21, 2022 at the Duis 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

**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.

**PARAGRAPH REDACTED**

**PARAGRAPH REDACTED**

With no further discussion, on a motion by Egert and a second by Hippen the executive session was adjourned at 8:59 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 meeting at 6:00 PM on Monday; March 21, 2022; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

-None

### **APPROVAL OF MINUTES:**

-February 21, 2022 Regular Meeting  
-February 21, 2022 Executive Meeting

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

-February 2022

### **COMMUNICATION TO BOARD:**

-None

### **OLD BUSINESS:**

-None

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

-None

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

-Park District Logo Discussion

### **DEPARTMENT HEAD REPORTS:**

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

-Parks Department Report

#### **RECREATION REPORT:**

-CrossFit Unicus Report

### **NEW BUSINESS:**

-Section #3 (Between Woodlawn-River Roads) Sauk Bike Trail Bids  
-Westwood Wellness Flooring Bids

### **COMMUNICATION FROM VISITORS:**

#### **EXECUTIVE SESSION:**

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

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
March 21, 2022**

**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 21, 2022; at the Duis Recreation 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>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 Regular Meeting and Executive minutes of February 21, 2022. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**TREASURER’S REPORT:** On a motion by Egert and a second by Aitken, it was moved to approve the February 2022 Treasurer’s Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER’S REPORT:** None.

**EXECUTIVE DIRECTOR’S REPORT:** A presentation was given by Marketing Manager Breanne Hunter to update the District’s main logo. After several minutes of discussion, on a motion by Hippen and a second by Aitken, it was moved to approve the “leaf” logo as originally presented. Upon a roll call vote, the following voted aye: Aitken, Egert and Hippen. Nay: Stutzke and Reyes. Motion carried.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**  
Jana Jacobs reviewed the various activities and projects the parks’ department have completed or have started.

**RECREATION DEPARTMENT REPORT –**

Westwood Manager Kel Bond explained various recommendation regarding the CrossFit Unicus program at Westwood. After several minutes of discussion, on a motion by Egert and a second by Stutzke, it was moved to except the proposal as presented. Upon a roll call vote the following voted aye: Aitken, Egert, Stutzke and Reyes. Nay: Hippen. Motion carried.

**NEW BUSINESS:**

On a motion by Aitken and a second by Stutzke, it was moved to approve the low Porter Brothers Construction of \$234,724 to construct the bike path between Woodlawn and River Roads. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke, and Reyes. Motion Carried

**EXECUTIVE SESSION:**

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

**ADJOURNMENT:**

With no further action, on a motion by Egert and a second by Stutzke, it was moved to adjourn the regular meeting at 9:00 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  
March 21, 2022**

**CALL TO ORDER:** President Reyes called the Executive meeting of the Board of Commissioners to order at 8:05 P.M. on March 21, 2022 at the Duis Center.

**ROLL CALL:**

<b>COMMISSIONERS PRESENT:</b>	Aitken
	Egert
	Hippen
	Stutzke
	Reyes
<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 appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District.

Executive Director Schuldt stated that he and Westwood Manager Kel Bond recently interviewed two individuals for the vacant Athletic Manager's position. Schuldt reviewed the resume of each of the applicants and would like to hire both...one for the athletics position and one for position that would supervise the Westwood front desk and Kids Gym staff as well as the clubhouse staff at Emerald Hill. This new position would also administer the District's special events as well as our non-sports/fitness programming. He would like to start these positions at \$42,000 and at the same time would increase the current Wellness Manager's salary from \$40,000 to \$42,000. After several minutes of discussion, the Board concurred with recommendations.

Schuldt also asked the Board to consider reinstating the full-time position of Food Service Manager. Schuldt outlined what the position would entail and the potential additional revenue that could be created. Schuldt indicated that he believes he has found the perfect candidate if the position were offered. After several minutes of discussion, the Board concurred that Schuldt should continue to investigate this possibility.

With no further discussion, on a motion by Egert and a second by Hippen the executive session was adjourned at 8:59 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 meeting at 6:00 PM on Monday; April 18, 2022; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -March 21, 2022 Regular Meeting  
-March 21, 2022 Executive Meeting

**TREASURER'S REPORT:** -March 2022

**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:** - Westwood Wellness Flooring Bids

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
April 18, 2022**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on April 18, 2022; at the Duis Recreation 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>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 Regular Meeting and Executive minutes of March 21, 2022. 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 moved to approve the March 2022 Treasurer's Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. 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 the parks' department have completed or have started.

**RECREATION DEPARTMENT REPORT –**

**NEW BUSINESS:**

On a motion by Hippen and a second by Egert, it was moved to approve the bid from Boss Carpet One in the amount of \$60,450 for the purchase and installation of flooring for the Westwood Wellness Center. 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 Egert and a second by Stutzke, it was moved to adjourn the regular meeting at 6:40 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 meeting immediately after the 6:00 PM Annual Meeting, on Monday; April 16, 2022; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -April 21, 2022 Regular Meeting

**TREASURER'S REPORT:** -April 2022

**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:** -New Full-Time Staff Introductions

**NEW BUSINESS:** -None

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**



**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
May 16, 2022**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:02 P.M. on May 16, 2022; at the Duis Recreation 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>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 Regular Meeting minutes of April 18, 2022. 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 moved to approve the April 2022 Treasurer's Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. 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 the parks' department have completed or have started.

**RECREATION DEPARTMENT REPORT –**  
New full-time Westwood employees Mary Kate Gassman, Brian Totey and Justin Cutter were introduced.

**NEW BUSINESS:**

On a motion by Aiken and a second by Hippen, it was moved to close the District's US Bank credit card account and to open a credit account and have credit cards issued from Sauk Valley Bank. 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 Egert and a second by Stutzke, it was moved to adjourn the regular meeting at 6:45 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 their Annual Meeting on Monday, May 16, 2022 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 2023 Meeting Dates/Time/Location

Appointment to Sterling Park District Museum  
Association Board for FY 2023

Adjournment

**STERLING PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
ANNUAL MEETING  
May 16, 2022**

**CALL TO ORDER:**

**COMMISSIONERS PRESENT:**

Aitken  
Egert  
Hippen  
Reyes  
Stutzke

**COMMISSIONERS ABSENT:**

None

**EXECUTIVE DIRECTOR PRESENT:**

Schuldt

**DISBANDMENT OF OFFICERS:**

On a motion by Stutzke 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, Reyes and Stutzke. Motion carried.

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

On a motion by Aitken and a second by Egert, 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, Reyes and 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 2022-2023 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, Reyes and Stutzke. Motion carried.

President Reyes appointed Commissioner Stutzke and Executive Director Schuldt to the Sterling Park District Museum Association Board for fiscal year 2022-2023.

**ADJOURNMENT:**

On a motion by Egert and a second by Aitken, it was moved to adjourn the annual meeting at 6:02 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 be holding their regularly scheduled monthly meeting at 6:00 PM, on Monday; June 20, 2022; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -May 20, 2022 Annual Meeting  
-May 20, 2022 Regular Meeting

**TREASURER'S REPORT:** -May 2022

**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:** -Gymnastics Expansion Proposal

**NEW BUSINESS:** -FY2023 Tentative Operating Budget and  
Appropriations Ordinance

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
June 20, 2022**

**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 20, 2022; at the Duis Recreation 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>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 Regular and Annual Meeting minutes of May 20, 2022. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**TREASURER’S REPORT:** On a motion by Egert and a second by Aitken, it was moved to approve the May 2022 Treasurer’s Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. 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 the parks’ department have completed or have started.

**RECREATION DEPARTMENT REPORT –**

Duis Center Manager Stephanie Milnes and Gymnastics Manager Ana Smith presented an expansion proposal for the District’s gymnastics program. Their proposal included converting the current multi-purpose room at Duis Center into a “Little Gym” and to eliminate the current fitness space at Duis Center, converting the area into a multi-purpose room. After several minutes of discussion, it was the consensus of the Board to proceed. It is anticipated that the new multi-purpose room will be operational by mid-November and the “Little Gym” area completed by early 2023.

**NEW BUSINESS:**

On a motion by Aiken and a second by Stutzke, it was moved to approve the District’s FY23 Tentative Operating Budget and Appropriations Ordinance and to place on public display for 30 days. 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 Egert and a second by Stutzke, it was moved to adjourn the regular meeting at 7:15 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 hold a Special Meeting on Tuesday, July 12, 2022, commencing at 5:30 P.M. This meeting will be held at the Frasor Center; 1913 Third Ave.; Sterling, Illinois.

**AGENDA:**    2022-2023 Sterling Park District  
Budget Workshop



**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
July 12, 2022**

**CALL TO ORDER:** President Reyes called the special meeting of the Board of Commissioners to order at 5:30 P.M. on July 12, 2022 at the Frasor 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

**REPORT OF OFFICERS:** President Reyes stated that the purpose of the meeting was to review the District's 2022-2023 Tentative Operating Budget.

Executive Director Schuldt reviewed the proposed budget including staffing/pay levels, revenues, disbursements, fees and charges, tax rates, and bond debt. In addition, Schuldt and the Board discussed the District's capital plans, as well as on-going and future District projects and activities and how they would affect the budget.

A public hearing on the proposed budget will be held at 6:00 pm. at Duis Center on Monday, July 18, 2022.

**ADJOURNMENT:** With no further action, on a motion by Hippen and a second by Aitken, the special meeting was adjourned at 8:05 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 be holding their regularly scheduled monthly meeting, immediately after the 6:00 PM Budget Hearing on Monday; July 18, 2022; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -June 20, 2022 Regular Meeting  
-July 12, 2022 Special Meeting

**TREASURER'S REPORT:** -June 2022

**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:** -Westwood Wellness Center Fees

**NEW BUSINESS:** -Special Meeting: FY23 Budget/Appropriations Ordinance

### **COMMUNICATION FROM VISITORS:**

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

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
July 18, 2022**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:02 P.M. on July 18, 2022; at the Duis Recreation 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>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 Regular Meeting minutes of June 20, 2022 and the Special Meeting minutes of July 12, 2022. 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 Stutzke, it was moved to approve the June 2022 Treasurer's Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. 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 the parks' department have completed or have started.

**RECREATION DEPARTMENT REPORT –**

Executive Director Schuldt presented the Board with the proposed usage fees for the various amenities that will be offered withing the Wellness Center. After several minutes of discuss it was the consensus of the Board to keep all of the fees as proposed except for the Cryo Chamber. Those fees will be lowered from \$15/session to \$10/session for 2022. In 2023, the Cryo fees will be increase back to \$15, but a 10-session punch card will be made available for purchase for \$100.

**NEW BUSINESS:**

President Reyes scheduled a Special Meeting to be held at Frasor Center at 12:15 P.M on July 20, 2022 to vote on the proposed FY23 Budget and Appropriate Budget.

**EXECUTIVE SESSION:**

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

**ADJOURNMENT:**

With no further action, on a motion by Egert and a second by Stutzke, it was moved to adjourn the regular meeting at 7:45 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 Monday, July 18, 2022, 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:**    2022-2023 Sterling Park District  
Budget Hearing

**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
JULY 18, 2022**

**CALL TO ORDER:** President Reyes called the special meeting of the Board of Commissioners to order at 6:00 p.m. on July 18, 2022 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

**REPORT OF OFFICERS:** President Reyes stated that the purpose of the special meeting was to receive public comment about the District's 2022-2023 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, Egert, Hippen, Reyes and Stutzke. Absent: None. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
July 18, 2022**

**CALL TO ORDER:**

President Reyes called the Executive meeting of the Board of Commissioners to order at 7:20 P.M. on July 18, 2022 at the Duis Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Aitken  
Egert  
Hippen  
Stutzke  
Reyes  
None  
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.

Executive Director Schuldt stated that he wanted to discuss the District's full-time employee stipend and its effect on each individual employee. Currently the District is paying each full-time employee \$4,350; \$6,000; or \$8,500 depending upon their age. Schuldt indicated that a more equitable way to pay the stipend is to base it upon the actual insurance cost as provided by the Affordable Care Act Insurance Exchange. After several minutes of discussion, it was the consensus of the Board to pay 90% of a Silver Plan for each individual employee and that each year that amount would be adjusted to reflect the current Silver Plan cost for each employee. In addition, it was Board consensus that no full-time employee would get less money when using the new calculation. Schuldt indicated that the proposed FY23 Budget does reflect the additional \$22,778 cost to pay for the new stipend calculation.

With no further discussion, on a motion by Egert and a second by Hippen the executive session was adjourned at 7:44 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 Wednesday, July 20, 2022, commencing at 12:15 P.M. This meeting will be held at Frasor Center; 1913 Third Avenue; Sterling, Illinois.

**AGENDA:** Adoption of the 2022-2023 Sterling Park District Budget



**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
JULY 20, 2022**

**CALL TO ORDER:** President Reyes called the special meeting of the Board of Commissioners to order at 12:15 p.m. on July 20, 2022 at the Frasor 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

**REPORT OF OFFICERS:** President Reyes stated that the purpose was to adopt the District's 2022-2023 operating budget.

On a motion by Aitken and a second by Egert it was moved to approve the District's 2022-2023 Budget and Appropriations Ordinance as presented. Upon a roll call vote the following voted aye: Aitken, Egert, Hippen, Reyes and Stutzke. Motion carried.

**ADJOURNMENT:** With no further business, on a motion by Egert and a second by Aitken, the special meeting was adjourned at 12:17 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 be holding their regularly scheduled monthly meeting, at 6:00 PM on Monday; August 15, 2022; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

-None

### **APPROVAL OF MINUTES:**

-July 18, 2022 Special Meeting  
-July 18, 2022 Regular Meeting  
-July 18, 2022 Executive Meeting  
-July 20, 2022 Special Meeting

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

-July 2022

### **COMMUNICATION TO BOARD:**

-None

### **OLD BUSINESS:**

-None

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

-Special Meeting Scheduled: Sinnissippi Trail Repairs

### **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  
August 15, 2022**

**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 15, 2022; at the Duis Recreation 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>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 Regular Meeting and Executive Meeting minutes of July 18, 2022; and the Special Meetings held on July 18 and July 20, 2022. 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 moved to approve the July 2022 Treasurer's Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. 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 the parks' department have completed or have started.

**RECREATION DEPARTMENT REPORT –**

None.

**NEW BUSINESS:**

None.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Stutzke, it was moved to adjourn the regular meeting at 6:36 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 meeting, at 6:00 PM on Monday; September 19, 2022; at the Duis Recreation Center; 211 East St. Mary's Road; Sterling.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** -None

**APPROVAL OF MINUTES:** -August 15, 2022 Regular Meeting

**TREASURER'S REPORT:** -August 2022

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -None

**COMMISSIONER'S REPORT:** -None

**EXECUTIVE DIRECTOR'S REPORT:** -Facility Updates

### **DEPARTMENT HEAD REPORTS:**

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

**RECREATION REPORT:** -Facility Fees and Charges

**NEW BUSINESS:**

- Resolution 2023-01: Dispose of Equipment
- Ordinance 93-3: Bidding Amount Changes
- Gartner Park Intergovernmental Agreement

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
September 19, 2022**

**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 19, 2022; at the Duis Recreation 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>DIRECTOR OF PARKS AND PLANNING:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Egert and a second by Stutzke, it was moved to approve the Regular Meeting of August 15, 2022. 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 moved to approve the August 2022 Treasurer's Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** Executive Director Schuldt updated the Board on the second-floor renovation project as Duis Center and the Wellness Center project at Westwood.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**  
Jana Jacobs reviewed the various activities and projects the parks' department have completed or have started as well as discussed the

request for a memorial bench at Kilgour Park to honor Fireman Captain Ramos. After much discussion, it was the consensus of the Board that the Park District should establish small memorial area the Kilgour, which would include a District approved bench, in honor of the fallen fireman.

**RECREATION DEPARTMENT REPORT –**

None.

**NEW BUSINESS:**

On a motion by Hippen and a second Aitken a motion was made to approve the proposed facility fee increases as presented and amended. 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 Resolution 2021-01 which allows for the disposal of the Duis Center fitness equipment. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

On a motion by Aitken and a second by Egert it was moved to approve Ordinance 93-03 as presented, which increased the formal bidding limit from \$25,000 to \$30,000. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

On a motion by Hippen and a second by Aitken, it was moved to approve the Intergovernmental Agreement between the Park District and Sterling Schools. The Agreement outlines the requirements for the sharing of Diamonds #7 and #8 at Gartner Park. 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 Stutzke, 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 meeting, at 6:00 PM on Monday; October 17, 2022; 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 19, 2022 Regular Meeting

**TREASURER'S REPORT:** -September 2022

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -None

**COMMISSIONER'S REPORT:** -Bond Payers Notification Act Hearing (November 1)

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

### **DEPARTMENT HEAD REPORTS:**

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

**RECREATION REPORT:** -Wellness Center and Performance Lab Update

**NEW BUSINESS:** -Park's Department Tractor Bid  
-Alter-G Treadmill Bid

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**



**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
October 17, 2022**

**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 17, 2022; at the Duis Recreation 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>DIRECTOR OF PARKS AND PLANNING:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Stutzke and a second by Aitken, it was moved to approve the Regular Meeting of September 19, 2022. 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 moved to approve the September 2022 Treasurer's Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** President Reyes called for a public hearing to be held at 12:15 PM on November 1, 2022 at Frasor Center, 1913 Third Ave, Sterling to comply with the Bond Issue Notification Act.

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

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**  
Jana Jacobs reviewed the various activities and projects the parks' department have completed or have started.

**RECREATION DEPARTMENT REPORT –**

Executive Director Larry Schuldt and Performance Manager Kel Bond discussed an idea to create an area withing Westwood for performance training. One of the areas being considered is the location of the three racquetball/wallyball courts. Several minutes of discussion took place on the merits of leaving at least one court if that location was chosen. Schuldt and Bond indicated that by early next year, a formal proposal will be submitted with possible various options to consider.

**NEW BUSINESS:**

On a motion by Egert and a second by Stutzke a motion was made to approve the purchase of a John Deere 4066M Compact Utility Tractor from Prairie State Tractor in the amount of \$43,500. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

On a motion by Aitken and a second by Reyes a motion was made to purchase and Alter-G Treadmill from Alter-G in the amount of \$40,175. 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 Stutzke, it was moved to adjourn the regular meeting at 7:30 P.M. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. 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 1st of November, 2022 at 12:15 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 \$1,545,000 General Obligation Park Bonds.

Dated the 27th day of October 2022.

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

MINUTES of a regular public meeting of the Board of Park Commissioners of the Sterling Park District, Whiteside County, Illinois, held at the Frasor Center, 1913 Third, Sterling, Illinois, in said District at 12:15 o'clock P.M., on the 1st day of November, 2022.

\* \* \*

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: Kip Aitken, Jeff Hippen, Dave Stutzke, and Marvin Reyes.

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: Maggie Egert.

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: None.

At 12:15 o'clock P.M., the President announced that the next agenda item for the Board of Park Commissioners was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell not to exceed \$1,545,000 General Obligation Park Bonds, Series 2022 (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 and boulevards, for the building, maintaining, improving, and protecting of the same and for the payment of the expenses 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 Hippen moved, and Park Commissioner Aitken 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, Egert, Hippen, Stutzke, and Reyes.

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.

  
Secretary

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 constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 1st day of November, 2022, insofar as the same relates to a public hearing concerning the intent of the Board to sell not to exceed \$1,545,000 General Obligation Park Bonds, Series 2022.

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 1st day of November, 2022.

  
Secretary

[SEAL]

**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 1st of November, 2022 at 12:15 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 \$1,545,000 General Obligation Park Bonds.

Dated the 27th day of October 2022.

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

**EXHIBIT A**



## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting at 6:00 PM on Monday; November 21, 2022; 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 17, 2022 Regular Meeting  
-November 1, 2022 Special Meeting (BINA Hearing)

**TREASURER'S REPORT:** -October 2022

**COMMUNICATION TO BOARD:** -None

**OLD BUSINESS:** -None

**COMMISSIONER'S REPORT:** -Dave Stutzke Commissioner Award-25 Years

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

### **DEPARTMENT HEAD REPORTS:**

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

**RECREATION REPORT:** -None

**NEW BUSINESS:** -Resolution 2023-02 (Truth in Taxation Law Resolution)  
-Ordinance 2022-01: AN ORDINANCE providing the issuance of \$1,545,000 General Obligation Park Bonds, Series 2022 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.  
-2023 Emerald Hill Fees

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**

**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 1st of November, 2022 at 12:15 o'clock P.M., at Frasier 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 \$1,545,000 General Obligation Park Bonds.

Dated the 27th day of October 2022.

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

**EXHIBIT B**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
November 21, 2022**

**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 21, 2022; at the Duis Recreation 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>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 Regular Meeting of October 17, 2022; and the Special Meeting held on November 1, 2022. 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 Reyes, it was moved to approve the October 2022 Treasurer's Report. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

**COMMUNICATION TO BOARD:** Patrons representing the local wallyball and racquetball community addressed the Board in hopes of saving some or all of the Westwood racquetball/wallyball courts if the Board moved forward with a Performance Lab. The Board indicated that their concerns would be taken into consideration.

**OLD BUSINESS:** None.

**COMMISSIONER'S REPORT:** Commissioner/Treasure Dave Stutzke was presented with a 25-year service award from the Illinois Association of Park District. President Reyes, the remaining Board members, and staff all joined thanking Dave for his hard work and dedication as a long-time Sterling Park District Board member.

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

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Jana Jacobs reviewed the various activities and projects the parks' department has completed or has started.

**RECREATION DEPARTMENT REPORT –**

None.

**NEW BUSINESS:**

On a motion by Stutzke and a second by Egert it was moved to approve Truth in Taxation Law Resolution 2023-02 as presented. Upon a roll call vote, the following voted aye: Aitken, Egert, Hippen, Stutzke and Reyes. Motion carried.

On a motion by Aitken and a second by Stutzke it was moved to approve Ordinance 2022-01 which provides the issuance of \$1,545,000 of General Obligation Bonds, Series 2022 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 Reyes. Motion carried.

On a motion by Egert and a second by Stutzke it was moved to approve the 2023 Emerald Hill Golf Course fees as presented. Upon a roll call vote, the following voted aye: Aitken, Hippen, Stutzke and Reyes. Motion carried.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Egert, it was moved to adjourn the regular meeting at 7:10 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 meeting at 6:00 PM on Monday; December 19, 2022; 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 21, 2022 Regular Meeting

**TREASURER'S REPORT:** -November 2022  
-FY 2022 Audit

**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:** -Ordinance 2023-02 (Tax Levy Ordinance for 2022)  
-Sinnissippi Bike Path Repair Project Bids

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
December 19, 2022**

**CALL TO ORDER:** Vice-President Hippen called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:00 P.M. on December 19, 2022 at the Duis Recreation Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Aitken Hippen Stutzke
	<b>COMMISSIONERS ABSENT:</b>	Egert Reyes
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>DIRECTOR OF PARKS AND PLANNING:</b>	Jacobs

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Hippen and a second by Aitken, it was moved to approve the regular meeting minutes of November 21, 2022. Upon a roll call vote the following voted aye: Aitken, Hippen, and Stutzke. Absent: Egert and Reyes. Motion carried.

**TREASURER'S REPORT:** On a motion by Hippen and a second by Aitken it was moved to approve the November 2022 Treasurer's Report and accept the FY2022 District Audit as presented. Upon a roll call vote, the following voted aye: Aitken, Hippen, and Stutzke. Absent: Egert and Reyes. 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 have completed and have started.

**RECREATION DEPARTMENT REPORT –**

None.

**NEW BUSINESS:**

On a motion by Hippen and a second by Aitken, it was moved to approve as presented, Ordinance 2023-02; which represents a \$1,253,500 Levy request to the Whiteside County Clerk for 2022. Upon a roll call vote, the following voted aye: Aitken, Stutzke and Hippen. Absent: Egert and Ryes. Motion carried.

On a motion by Hippen and a second by Aitken, it was moved to approve the \$187,728.30 bid from Helm Civil Construction Company to complete Alternate A of the Sinnissippi Bike Path Repair Project. Upon a roll call vote, the following voted aye: Aitken, Stutzke and Hippen. Absent: Egert and Reyes. Motion carried.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Aitken, it was moved to adjourn the regular meeting at 7:05 P.M. Upon a roll call vote, the following voted aye: Aitken, Stutzke, and Hippen, Absent: Egert and Reyes. Motion carried.