

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT
REGULAR MONTHLY BOARD MEETING
October 18, 2010 6:30 PM
Spring Lake Marina**

Call to Order:

- A regular meeting of the Board of Commissioners, Flagg-Rochelle Community Park District, was held at the Spring Lake Marina, 121 South Eighth Street, Rochelle, Illinois on October 18, 2010. The meeting convened at 6:30 P.M. President Terry Dickow presiding, Al Rogers, Secretary, absent.

Roll Call:

Commissioners Present

Terry Dickow
Neil Swanson
Kim Bear
Steve Hudson
John Dobbs
Roger Bunger

Commissioners Absent

Al Rogers

Staff Present: Steve Liezert, Executive Director and Sarah Kilmer, Executive Assistant/Financial Manager.

*Commissioner Rogers joined the meeting at 6:15 PM during the Presidents report.

Approval of Agenda:

- Commissioner Swanson moved to approve the agenda. Commissioner Dobbs seconded the motion; the motion carried unanimously.

Approval of Minutes:

- Commissioner Bunger moved to approve the Minutes of the Regular Meeting of September 20, 2010. Commissioner Swanson seconded the motion; the motion carried unanimously.

Directors Report-Executive Director Steve Liezert announced:

- Paving projects running on schedule.
 - VFW Park – base is in. A proof was conducted by a truck weighing approximately 53,000 pounds, to see what type, if any impressions were made. The paving will be three inches thick compared to the one half to three quarters thickness previously.
 - Teen Town paving is scheduled to take place next.
- He and Sarah Kilmer had attended a workshop put on by IAPD (Illinois Association of Park Districts). The workshop was entitled Records Retention and Destruction and Board Meetings without Migraines.

- The Records Retention and Destruction workshop provided information on what and how to properly destroy documents.
- The Board Meetings without Migraines workshop provided information on properly conducting Board Meetings.
- Sunday, October 24 will be an event at Skare Park opening the Victory trail; recognizing the efforts of John Dobbs and Focus House. Austin Meyers will be recognized for his efforts at the renovation of the Skare Park Shelter/Museum.
- Considerations on rolling over the comprehensive plan should be looked at for next year.
- A map was provided to the Commissioners showing possible bike path extension through Bebe Road and beyond.
- The Park District will find out in January if the OSLAD grant will be approved for the Memorial Park renovations.
- Permitting is in place for Atwood Park. Construction for Atwood will begin in the next couple of weeks.
- Permitting for Cooper Park is in the hands of the City still. The vaulted toilets were listed as an alternate.
- The Park District was on the agenda for the City's Planning and Zoning meeting. Mr. Liezert asked for the issue to be tabled, due to the Park District Board meeting being held at the same time.
- Mr. Liezert will be attending the NPRA (National Parks and Recreation Association) national conference October 25th through October 29th. Suggestions from Board members on class sessions would be greatly appreciated.

Presidents Report-Commissioner Terry Dickow:

- In the Board packet there is a summary of the minutes from the round table meeting.
- The next round table meeting will be held in November to discuss the comprehensive plan.
- Attended meetings with Mr. Liezert and representatives from the Comfort Inn and Suites. The Comfort Inn and Suites has requested pool hours be extended on Saturday nights.

Committee Reports:

- **Finance Committee- John Dobbs announced:**
 - The beginning bank balance; \$1,991,195.48
 - Total Checks written; \$134,553.94
 - Payroll checks; \$49,494.92
 - Revenue; \$770,585.97
 - Ending bank balance; \$2,637,338.11
 - Some of the larger checks written.
 - Commissioner Hudson moved to approve the manual check report. Commissioner Swanson seconded the motion; the motion carried unanimously.
- **Buildings, Grounds and Maintenance- Commissioner Rogers announced:**
 - No meeting was held, due to scheduling conflicts.

- **Recreation Committee- Commissioner Swanson announced:**
 - Met with Elizabeth Martinez, information provided in the board packet.
 - An expired member listing has been compiled, postcards will be sent out to receive feedback as to why the memberships were allowed to lapse.
- **Development and Planning Committee- Commissioner Dobbs announced:**
 - Discussion on the bike path extension, along with a map/picture providing a view of the possible extension.
 - The Park District will be applying for a 2.5 million dollar grant through the PARC 9(Park and Recreation Facility Construction) grant program.
- **Personnel Committee:**
 - Nothing at this time.
- **Policy Review Commissioner Bear announced:**
 - Nothing at this time.

Unfinished Business:

- **Approve lease agreement with Flagg Township Historical Society:**
 - Commissioner Swanson moved to approve the lease agreement with Flagg Township Historical Society as presented. Commissioner Rogers seconded the motion; the motion carried unanimously.
- **Preliminary Discussion of Levy Ordinance:**
 - Mr. Liezert presented a draft copy of the Tax Levy Ordinance.

New Business:

- **Approve add-on to Stenstrom contract for new work in front of Teen Town for \$10,750.00:**
 - Commissioner Rogers moved to approve the add-on to the Stenstrom contract for new work in front of Teen Town for a total of \$10,750.00. Commissioner Dobbs seconded the motion; the motion carried unanimously.
- **Approve add-on to Stenstrom contract for replacing parking lot at Skare Homestead for \$26,000.00:**
 - Commissioner Rogers moved to approve the add-on to the Stenstrom contract for replacing the parking lot at Skare Homestead for \$26,000.00. Commissioner Hudson seconded the motion; the motion carried unanimously.
- **Discussion of Illinois Park & Recreation Construction Grant Program:**
 - Dave Emanuelson of Strategic Management Alliance consulting group informed the Board of Commissioners steps the Board would need to take to apply for the Illinois Parks & Recreation Construction grant.

Consent Calendar:

- No items to present at this time.

Comments from the Public:

- Resident, Debbie Van Dyke thanked the Board of Commissioners for the passage of the lease agreement with the Flagg Township Historical Society.
- Resident, Bud Norcross spoke on the topics of the grant program and the Recreation Center.

Correspondence

- Noting at this time.

Dialogue

- Nothing at this time.

Adjourn to Executive Session:

- Commissioner Swanson moved to adjourn to executive session to discuss personnel, stating there would be no action taken, at 8:14 PM. Commissioner Rogers seconded the motion; the motion carried unanimously.

Adjourn

- There being no further business to conduct; Commissioner Swanson moved to adjourn the meeting at 8:54 PM. Commissioner Rogers seconded the motion; the motion carried unanimously.



Sarah D. Kilmer, Recording Secretary
Flagg-Rochelle Community Park District



Terry Dickow, President
Board of Commissioners
Flagg-Rochelle Community Park District

November 15, 2010

Date Approved