

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT**  
**REGULAR MONTHLY BOARD MEETING**  
**April 18, 2011 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 April 18, 2011. The meeting convened at 6:31 P.M. Vice President Neil Swanson presiding.

**Roll Call:**

**Commissioners Present**

Neil Swanson  
Steve Hudson  
John Dobbs  
Kim Bear

**Commissioners Absent**

Terry Dickow  
Al Rogers  
Roger Bunger

**Staff Present:** Sarah Kilmer, Executive Assistant/Financial Manager.

**Approval of Agenda:**

- The agenda was not approved.

**Approval of Minutes:**

- **Regular Meeting, March 21<sup>st</sup>, 2011:**
  - Commissioner Dobbs moved to approve the Minutes of the Regular Board Meeting of March 21<sup>st</sup>, 2011, as presented. Commissioner Bear seconded the motion; the motion carried unanimously.

**Directors Report-Executive Director Steve Liezert absent:**

**Presidents Report-Commissioner Terry Dickow absent:**

**Committee Reports:**

- **Finance Committee- John Dobbs announced:**
  - The beginning bank balance; \$1,395,062.63
  - Total Checks written; \$95,828.02
  - Payroll checks; \$43,988.11
  - Revenue; \$42,118.07
  - Ending bank balance; \$1,340,862.04

- Commissioner Hudson moved to approve the manual check report. Commissioner Bear seconded the motion; the motion carried unanimously
- **Buildings, Grounds and Maintenance- Commissioner Rogers absent:**
  - Nothing to report at this time.
- **Recreation Committee- Commissioner Swanson announced:**
  - Met with Elizabeth.
  - Due to problems with the computer system the reports are having difficulties being processed.
  - Driving range was opened on April 8<sup>th</sup>.
  - Spring Lake Pool will be opening soon. The member rate will remain the same as the last four years.
  - Elizabeth has not had a merit raise since 2006. It is recommended Elizabeth be considered for a merit raise.
  - Commissioner Dobbs moved to approve the recreation report as presented. Commissioner Hudson seconded the motion; the motion carried unanimously
- **Development and Planning Committee- Commissioner Dobbs announced:**
  - No committee meeting took place.
  - The Focus House presented plans for the upcoming year:
    - Develop a foot path (goal to not have this path equestrian) and build a foot bridge across.
    - Build and install a wooden bench at the tail end of the Victory Steps Trail.
    - Build and install markers and posts for the new paths.
    - Replace missing and damaged posts.
    - Clean and clear existing trails. Cut back black raspberry bushes along trails
    - Remove garlic mustard plants to prevent spread.
    - Continue to clean the existing paths and dump garbage and litter. Removed about \$800 of scrap metal last year.
    - Move stones from within the park to prevent erosion.
    - Transplant saplings to areas of the park needing new trees.
    - Plant new/young trees.
    - Create a hand map of Skare Park Trails.
    - Design a prairie plants brochure.
    - Build structures to house trail maps and prairie plants brochure.
    - Wrap trees with wire to prevent beaver damage.
- **Personnel Committee- Commissioner Swanson announced:**
  - The Personnel Committee developed an evaluation of the Director. The evaluation consisted of four different goals. The Director will update the Board periodically on the progression of the goals.
- **Policy Review Commissioner Bear absent:**
  - Nothing at this time.

### **Old Business:**

- **Approve changes to the Worker's Compensation Section of the Employee Handbook.**
  - Commissioner Hudson moved to approve the Worker's Compensation section of the handbook, as presented. Commissioner Bear seconded the motion; the motion carried unanimously.

### **New Business:**

- **Approve process for sealed bid sale of the following vehicles:**
  - **1991 Dodge Spirit**
  - **1990 GMC ¾ ton pick-up**
  - **1990 Dodge ¾ ton pick-up**
    - Commissioner Hudson moved to have Steve write the process up, have a description of the vehicles that are to be sold, then present that to the Board for approval; not to just approve a blank process, and present that at the May meeting. Commissioner Bear seconded the motion; the motion carried unanimously.
  
- **Approve 90 day policy allowing handicap use of a four wheeler at Lake Sule:**
  - Commissioner Hudson moved to approve the ninety day special permit with after the expiration of the permit to come back in for a review and we issue another one. Commissioner Bear seconded the motion; the motion carried unanimously.
  
- **Approve Query Insurance Bid for Park District Insurance for fiscal year 2011-2012 at a cost of \$54,409.79:**
  - Greg Query presented an insurance bid in the amount of \$54,409.79.
  - Commissioner Hudson moved to accept the insurance bid as stated. Commissioner Dobbs seconded the motion; the motion carried unanimously.

### **Consent Calendar:**

- No items to present at this time.

### **Comments from the Public:**

- Resident Bud Norcross inquired on the subjects of audits and budgets.
- Steve Hefel of the Snowmobile Association requested the Park Board to look into working with the Snowmobile Association in securing a grant.

### **Correspondence**

- Nothing at this time.

**Dialogue**


- Commissioner Swanson asked Greg Query the process of trimming the overhang on the bike path near 20<sup>th</sup> Street (where the bike path turns like a horseshoe), when the trees or bushes belong to a homeowner.
  - Mr. Query informed the Board if the overhang is encroaching on the Park District land, then the Park District has the right to trim. Mr. Query encouraged the Board to try calling the homeowner about the overhang prior to trimming.
- Commissioner Dobbs congratulated the newly elected Commissioners. Mr. Dobbs encouraged the newly elected officials to get educated, read the Board packets, to get involved with the committees.
- Commissioner Swanson congratulated the newly elected officials. Commissioner Swanson encouraged the newly elected officials to read the book entitled "Get on Board" and to attend the Boot Camps for newly elected officials.
- Sarah Kilmer read the following quote in Steve Liezerts' absence; "A great life is the sum total of the worthwhile things you've been doing one by one. Those who pluck a flower here and there soon have a bouquet." Mrs. Kilmer stated Mr. Liezert intended to thank all outgoing Board members and that he appreciates all of the years of service, time and dedication they have provided. Mr. Liezert wanted to welcome all newly elected officials to the Park Board.

**Adjourn**

- There being no further business to conduct; Commissioner Hudson moved to adjourn the meeting at 7:08 PM. Commissioner Dobbs seconded the motion; the motion carried unanimously.



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



Roger Bunger, President  
Board of Commissioners  
Flagg-Rochelle Community Park District

May 16, 2011  
Date Approved