

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT  
REGULAR MONTHLY BOARD MEETING  
February 21, 2012 6:30 PM  
Teen Town**

**Call to Order:**

- A regular meeting of the Board of Commissioners, Flagg-Rochelle Community Park District, was held at Teen Town, 101 South Eighth Avenue, Rochelle, Illinois on February 21, 2012. The meeting convened at 6:30 P.M. President Roger Bunger presiding.

**Pledge of Allegiance:**

- The Pledge of Allegiance was led by Commissioner Bunger.

**Roll Call:**

**Commissioners Present**

Roger Bunger  
Mic Brooks  
Richard Ohlinger  
Terry Dickow  
Christa Seebach  
Marshall Norcross  
Steve Hudson

**Commissioners Absent**

**Staff Present:** Ray Schwartz, Interim Executive Director, Sarah Kilmer, Executive Assistant/Financial Manager, Elizabeth Sosa, Superintendent of Recreation, Ryan Coffland, Recreation Coordinator, and Marianne Swanson Hickory Grove and Spring Lake Manager.

**Approval of Agenda:**

- Commissioner Ohlinger moved to approve the agenda of the February 21, 2012 regular monthly meeting. Commissioner Norcross seconded the motion; the motion carried unanimously.

**Approval of Minutes:**

- **Special Meeting January 5, 2012:**
  - Commissioner Norcross moved to approve the Minutes of the Special Meeting of January 5, 2012, as presented. Commissioner Dickow seconded the motion; the motion carried unanimously.

- **Special Meeting January 10, 2012:**
  - Commissioner Hudson moved to approve the Minutes of the Special Meeting of January 10, 2012, as presented. Commissioner Brooks seconded the motion; the motion carried unanimously.
- **Special Meeting January 12, 2012:**
  - Commissioner Dickow moved to approve the Minutes of the Special Meeting of January 12, 2012, as presented. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Regular Meeting January 17, 2012:**
  - Commissioner Brooks moved to approve the Minutes of the Regular Meeting of January 17, 2012, as presented. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Special Meeting January 23, 2012:**
  - Commissioner Hudson moved to approve the Minutes of the Special Meeting of January 23, 2012, as presented. Commissioner Brooks seconded the motion; the motion carried unanimously.
- **Special Meeting January 30, 2012:**
  - Commissioner Dickow moved to approve the Minutes of the Special Meeting of January 30, 2012, as presented. Commissioner Hudson seconded the motion; the motion carried unanimously.

**Budget and Finance Committee-Commissioner Ohlinger announced:**

- Manual Checks
  - Commissioner Brooks moved to approve the manual check report, as presented. Commissioner Norcross seconded the motion; the motion carried unanimously
- Financial Report
  - The finance report is in the packet.
  - Year-to-Date:
    - General Fund is at a breakeven point.
    - Recreation Fund is in the positive.
    - Hickory Grove Fund is \$52,000 in the negative.
    - Capital improvement fund total expenses were \$94,000.
    - Debt Service Fund was \$2,360 over.
    - Audit Fund \$10,682 expensed and \$12,820
    - IMRF (Illinois Municipal Retirement Fund) \$109,000 levied and \$64,000 was spent.
    - Insurance Fund \$60,000 levied and \$80,218 was spent.
    - Lighting and Paving Fund \$5,000 was levied and \$30,000 was spent.
    - Museum Fund \$36,000 levied \$20,000 spent.

- Linda Matkowski of Raymond James and associates presented:
  - A slideshow highlighting the following:
    - Revenue vs. expenses.
    - The tax rate of .7159 for last year and the projected tax rate of .5498 for this year; a reduction of twenty three percent.
    - The bond and interest levy is expected to drop approximately .1687 cents from last year to this year.
- Sarah Kilmer presented:
  - Financial software down to the final tweaks.
  - Fiscal Year 2011-2012 Amended Appropriation Ordinance will be presented at the March Board Meeting.
  - Work has begun on the fiscal year 2012-2013 budget.

**Items from the Public (Agenda Items Only):**

- Resident John Kaminski spoke on the following subjects: Thanked the Board and Executive Director, the previous Board, social responsibility, and Hickory Grove.
- Resident Carolyn Cryer spoke on the following subjects: Funding for Hickory Grove, health and fitness, and OCCCA (Ogle County Civic Center Authority).
- Resident Diane McNailly spoke on the following subjects: Moving to Rochelle, Hickory Grove, budgets, Kishwaukee College, and publishing Hickory Grove monthly costs in the newspaper.
- Resident Marilyn May spoke on the following subjects: Hickory Gove.
- Resident Nitesch Singh spoke on the following subjects: Working with Ray Schwartz, Hickory Grove and Spring Lake Pool.
- Resident Bill Hayes, Rochelle City Council, spoke on the following subjects: Community, landfill funds and all taxing bodies needing to work together.
- Resident Frank Fritsch spoke on the following subjects: Hickory Grove not being supported by tax dollars and making tough decisions.
- Resident Neil Swanson spoke on the following subjects: Diane McNailly and Park District loss.
- Resident Diane McNailly spoke on the following subjects: Kishwaukee College and looking at the whole picture.
- Resident Michael Koolidge spoke on the following subjects: Talking to people and Hickory Grove.

**Directors Report-Interim Executive Director Ray Schwartz presented a slideshow:**

- Highlights include:
  - Parks:
    - General
      - ↓ Signs being repaired and painted.
    - Teen Town
      - ↓ Floor Retiled.
      - ↓ Stage removed and closet constructed for chair and table storage.

- ⬇ New stage.
  - ⬇ Toilets upgraded for ADA accessibility; baby changing stations to be added.
  - ⬇ Walls to be painted.
  - ⬇ New movable partitions.
- Memorial Park
  - ⬇ Finished in-house landscape work around toilet facility.
  - ⬇ Contract tree trimming being completed.
- Cooper Park
  - ⬇ Removed old wood trash covers.
- Connolly Park
  - ⬇ Sanded and repainted bench.
  - ⬇ Contract tree trimming completed.
- Hillcrest, Flannigan, Powers and Kelly Parks
  - ⬇ Contract tree work completed.
- Midwest Park
  - ⬇ Invasive plant clearing completed.
  - ⬇ Contract tree work in progress.
  - ⬇ Sign repainting in progress.
- Sweeny Park
  - ⬇ Removed old chain link perimeter fence and cut weeds
  - ⬇ Contract tree trimming completed.
- Spring Lake Park
  - ⬇ Contract tree trimming completed.
  - ⬇ Upper entrance sign repainted.
- VFW Park
  - ⬇ Contract tree work completed.
- Helms Complex
  - ⬇ Tree trimmed by west side security light
  - ⬇ Overgrown bush removed
- Skare Park
  - ⬇ Contract tree work in progress by Museum.
  - ⬇ Pizzo & Associates completed Phase II woodland clearing.
  - ⬇ Waiting for Feb 24 grant award announcement on spring follow-up.
  - ⬇ Presented before and after pictures of Skare Park.
- Hickory Grove
  - ⬇ Eliminated Park District portion of monthly dumpster cost.
- Negotiated savings
  - ⬇ Total maintenance department negotiated savings on various projects was \$25,596.

### **Staff Reports:**

- Recreation-Elizabeth Sosa announced:
  - Teen Town up-grades for programs.
    - Total savings of \$1,497.
  - Program updates.
  - Hickory Grove update.
  - Website update.

### **Presidents Report-Commissioner Roger Bunger announced:**

- Thank you to the voluntary Park Board for their dedication and service.
- Thank you to Ray Schwartz for providing more service than what was originally asked of him.
- Thank you to the public for providing their input.

### **Committee Reports Needing Action:**

- None at this time.

### **Old Business:**

- None at this time.

### **New Business:**

- **Approve the bid submitted by Stenstrom Excavation and Blacktop Group for the Memorial Park Arch, in the amount of \$29,700:**
  - Commissioner Hudson moved to approve the bid submitted by Stenstrom Excavation and Blacktop Group for the Memorial Park Arch, in the amount of \$29,700. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Approve the resolution for new signature documents for banking:**
  - Commissioner Norcross moved to approve the new signature documents for banking, effective March 12, 2012. Commissioner Hudson seconded the motion; the motion carried unanimously.
- **Approve the resolution to direct and authorize the Park District Administration and the Board:**
  - Commissioner Ohlinger moved that the secretary execute the supporting documents and actions necessary to accomplish the cessation of operations of the pool and fitness at the Hickory Grove center April 28, 2012. Commissioner Norcross seconded the motion; the motion carried unanimously.

### **Items from the Public:**

- Resident Bill Hayes, Rochelle City Council, spoke on the following subjects: Thanked the Board for the improvements to Memorial Park.
- Resident Ralph Carr spoke on the following subjects: Yearly memberships and long range goals.

- Resident Michael Koolidge spoke on the following subjects: Open invitation to speak to the public on the radio.
- Resident John Kaminski spoke on the following subjects: Thanked the Board, differences in the parks and new trash containers on the bike path.

**Adjourn to Executive Session:**

- Commissioner Norcross moved to adjourn to executive session for the purpose of discussing personnel at 8:09 PM. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

**Reconvene to Regular Session:**

- Commissioner Ohlinger moved to reconvene to the regular session of the February 21, 2012 Board Meeting at 8:29 PM. Commissioner Brooks seconded the motion; the motion carried unanimously.

**Executive Session Business:**

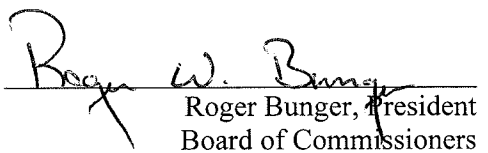
- **Appoint New Executive Director:**
  - Commissioner Ohlinger moved to accept the Letter of Engagement for Eric Christensen to fill the position of Executive Director of the Park District. Commissioner Brooks seconded the motion; the motion carried unanimously.
  - Commissioner Bunger read the Press Release for the new Executive Director.

**Adjourn**

- There being no further business to conduct; Commissioner Dickow moved to adjourn the meeting at 8:40 PM. Commissioner Ohlinger 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

March 19, 2012  
Date Approved