

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT  
REGULAR MONTHLY BOARD MEETING  
April 16, 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 April 16, 2012. The meeting convened at 6:31 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  
Terry Dickow  
Christa Seebach  
Steve Hudson  
Marshall Norcross  
Richard Ohlinger

**Commissioners Absent**

**Staff Present:** Eric Christensen, Executive Director, Sarah Kilmer, Executive Assistant/Financial Manager, Elizabeth Sosa, Superintendent of Recreation, Ryan Coffland, Recreation Coordinator, and Dale Wood, Lead Maintenance 1.

**Approval of Agenda:**

- Commissioner Ohlinger moved to approve the agenda of the April 16, 2012 regular monthly meeting. Commissioner Dickow seconded the motion; the motion carried unanimously.

**Approval of Minutes:**

- **Regular Meeting March 19, 2012:**
  - Commissioner Norcross moved to approve the Minutes of the Regular Meeting of March 19, 2012, as presented. Commissioner Brooks seconded the motion; the motion carried unanimously.

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

- Manual Checks

- Commissioner Hudson moved to approve the manual check report, as presented. Commissioner Brooks seconded the motion; the motion carried unanimously.
- Financial Report
  - The finance report is in the packet.
- Sarah Kilmer presented:
  - Financial software down to the final tweaks.
  - Fiscal Year 2011-2012 Amended Appropriation Ordinance completed.
  - Presentation of the fiscal year 2012-2013 budget.
  - Preparing for fiscal year end.
  - Looking into installing a photo ID maker and scanner.
  - Received \$2,000 IPRF safety grant
  - Overview of March 2012 year-to-date financial performance, by fund.

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

- Nothing at this time.

**Directors Report-Interim Executive Director Eric Christensen announced:**

- Lake Sule:
  - Plan Review with Ecology LLC.
  - Setting up meetings for restroom discussions.
- Memorial Park:
  - Archway project.
  - Restroom revitalization.
  - House demolition.
- Hickory Grove:
  - An Equipment list has been established.
  - Membership refunds will be processed.
  - April 27<sup>th</sup> plans for moving.
  - Meetings concerning Hickory Grove.
- Law enforcement jurisdiction:
  - Contacted the Chief of Police.
  - Contacted and used a model of Rolling Meadows Park District Resolution.
- Boat races:
  - Spoke with Tad Olson.
  - Spoke with Ross Frier. He is no longer associated with the boat races.
- Skare Park:
  - Spring plant inventory completed.
  - Next inventory will be at the end of May.
- General:

- Will be attending the Illinois Association of Park Districts Legislative Conference in Springfield on May 2, 2012.
- The High School road construction will impact the bike path.

**Staff Reports:**

- Parks-Dale Wood Announced:
  - General:
    - Signs being repaired and painted.
    - Turned on water in the parks.
    - Completed sealed bid process for the sale of two retired trucks.
  - Teen Town:
    - Painting almost complete.
  - Memorial Park:
    - House demolished and removed.
    - Meeting with RMU concerning the new arch
    - Graffiti removal at shelter.
  - Hillcrest, Flannigan, Powers, and Kelley Parks:
    - Graffiti removal at Flannigan on the playground system, basketball court and picnic tables.
  - Tilton Park:
    - Water meter and backflow preventer completed for the ball fields.
  - Spring Lake Park:
    - Removed old cabinets in office area
    - Requested quotes for floor and wall repairs for the office area and the women's locker room.
  - Helms complex:
    - Requested quotes for tennis court repairs.
    - Requested quotes for tennis court light repairs.
  - Skare Park:
    - Driving Range opened.
  - Cooper Park:
    - Requested quotes for Skate Park surface to be repainted.
  - Hickory Grove:
    - Provided a tour to Comfort Inn and Abraham's staff for the locations of the electric, water and gas meter locations.
- Recreation-Elizabeth Sosa announced:
  - Program updates.
  - Hickory Grove update.
  - Website update.
  - Negotiated savings-\$300

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

- The Park District has been working towards a seamless transition for Hickory Grove Fitness and Aquatic Center. There have been four or five meeting with OCCCA (Ogle County Civic Center Authority), the City of Rochelle, Abraham's Bar and Grill, and Comfort Inn and Suites to further discuss the seamless transition from the Park District to OCCCA.

**Committee Reports Needing Action:**

- None at this time.

**Old Business:**

- Discussion on Cooper and Atwood revitalization
  - Mr. Christensen announced there will need to be a special meeting to listen to five architectural firms regarding the revitalization to Cooper and Atwood Parks.

**New Business:**

- **Approve the Little League notice of Termination of lease:**
  - Commissioner Ohlinger moved to approve to approve the Little League notice of termination of lease. Commissioner Norcross seconded the motion; the motion carried unanimously.
- **Approve the resolution authorizing Rochelle Police Department, Hillcrest Police Department, and Ogle County Sheriff Department to enter park property:**
  - Commissioner Brooks moved to approve to approve the resolution authorizing Rochelle Police Department, Hillcrest Police Department, and Ogle County Sheriff Department to enter park property. Commissioner Hudson seconded the motion; the motion carried unanimously.
- **Approve the Query Insurance bid for Tort Liability Insurance:**
  - Commissioner Dickow moved to approve the Query Insurance bid for Tort Liability Insurance. Commissioner Seebach seconded the motion; the motion carried unanimously.
- **Approve the Amended Fiscal Year 2011-2012 Cumulative Budget and Appropriation Ordinance:**
  - Commissioner Hudson moved to approve the amended fiscal year 2011-2012 Cumulative Budget and Appropriation Ordinance. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Approve the temporary transfer of funds from the Taxable Bond Fund 20 to the Insurance Fund and the Museum Fund:**
  - Commissioner Norcross moved to approve the resolution authorizing a temporary transfer of funds from the Taxable Bond Fund 20 to the Insurance Fund and the Museum Fund. Commissioner Seebach seconded the motion; the motion carried unanimously.

- **Presentation of the fiscal year 2012-2013 budget:**
  - Sarah Kilmer presented the fiscal year 2012-2013 budget numbers.
- **Discussion of a dog park:**
  - Mr. Christensen led a discussion of the possible installation of a dog park.
- **Approve the process to pay bills:**
  - Commissioner Ohlinger led a discussion on the correct way to pay bills. After discussions the Board agreed to follow the previously written ordinance, section 5.06 of the ordinance code book.

**Items from the Public:**

- Resident Chuck McGrath spoke on the following subjects: painting memorials and Memorial Park.
- Resident David Reish spoke on the following subjects: notice of cancellation, negotiations, and Board meetings.
- Resident Laurie Pillen spoke on the following subjects: the lease with OCCCA and negotiations

**Adjourn to Executive Session:**

- Commissioner Norcross moved to adjourn to executive session for the purpose of discussing land acquisition and lease of real-estate, and personnel at 8:06 PM. Commissioner Hudson seconded the motion; the motion carried unanimously.

**Reconvene to Regular Session:**

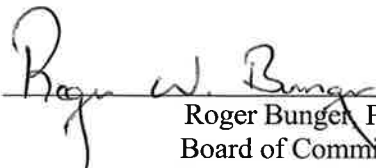
- Commissioner Norcross moved to reconvene to the regular session of the April 16, 2012 Board Meeting at 9:11 PM. Commissioner Dickow seconded the motion; the motion carried unanimously.

**Adjourn**

- There being no further business to conduct; Commissioner Seebach moved to adjourn the meeting at 9:12 PM. Commissioner Brooks seconded the motion; the motion carried unanimously.



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



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

May 21, 2012  
Date Approved