

FLAGG-ROCHELLE COMMUNITY PARK DISTRICT
REGULAR MONTHLY BOARD MEETING
May 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 May 21, 2012. The meeting convened at 6:32 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
Marshall Norcross
Richard Ohlinger

Commissioners Absent

Steve Hudson

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 Norcross moved to approve the agenda of the May 21, 2012 regular monthly meeting with the following changes: after the approval of the agenda, the appointment of a Secretary Pro-Tem shall be made. Commissioner Brooks seconded the motion; the motion carried unanimously.

Secretary Pro-Tem:

- Commissioner Ohlinger moved to appoint Commissioner Terry Dickow to serve as Secretary Pro-Tem of the District until a proper replacement Secretary can be named. Commissioner Norcross seconded the motion; the motion carried unanimously

Approval of Minutes:

- **Regular Meeting April 16, 2012:**
 - Commissioner Brooks moved to approve the Minutes of the Regular Meeting of April 16, 2012, as presented. Commissioner Seebach seconded the motion; the motion carried unanimously.
- **Committee of the Whole Meeting May 3, 2012:**
 - Commissioner Dickow moved to approve the Minutes of the Committee of the Whole Meeting of May 3, 2012, as presented. Commissioner Brooks seconded the motion; the motion carried unanimously.

Election of Officers:

- Commissioner Dickow moved to nominate Commissioner Bunger to the office of Presidency. Commissioner Brooks seconded the motion; the motion carried unanimously.
- Commissioner Norcross moved to nominate Commissioner Brooks to the office of Vice-Presidency. Commissioner Dickow seconded the motion; the motion carried unanimously.
- Commissioner Brooks moved to nominate Commissioner Ohlinger to the office of Treasurer. Commissioner Dickow seconded the motion; the motion carried unanimously.
- Commissioner Norcross moved to nominate Commissioner Seebach to the office of Secretary. Commissioner Dickow seconded the motion; the motion carried unanimously.
- Commissioner Dickow, as Secretary Pro-Tem, swore in the officers.

Budget and Finance Committee-Commissioner Ohlinger announced:

- Manual Checks
 - Commissioner Brooks moved to approve the manual check report, as presented. Commissioner Dickow seconded the motion; the motion carried unanimously.
- Financial Report
 - The finance report is in the packet.
- Sarah Kilmer presented:
 - Financial software near completion.
 - Completing fiscal year end procedures.
 - Installed a photo ID maker and scanner.
 - Installed phones and computers at Spring Lake.
 - Overview of April 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.
 - Canon Placement.
- Hickory Grove:
 - Termination of Lease Agreement.
 - Membership refunds.
 - Move.
- Skare Park:
 - Next inventory will be at the end of May.
- Cooper and Atwood Parks
 - Master Plans
- Spring Lake
 - Landscaping
 - Pool Preparation
- General:
 - Attended IAPD Legislative Conference in Springfield on May 2.
 - Contract negotiations with Little League.
 - Marketing Efforts.
 - Trail Grant.
 - Capital Goals Board Meeting
 - Possible Usage of City Council Chambers

Staff Reports:

- Parks-Dale Wood Announced:
 - General:
 - Getting quotes for tennis courts and skate park repairs and painting.
 - Changed swings at Sweeny Park to tot swings.
 - Teen Town:
 - Installed ADA sinks.
 - Memorial Park:
 - Got quote for tree removal at old house site.
 - Meeting with Fehr-Graham about the cannon replacement.
 - Glass block windows completed for the restrooms.
 - Tilton Park:
 - Lift station pump replaced, getting quote for electrical upgrade.
 - Spring Lake Park:
 - Pool heater replaced.
 - Painting pool.
 - Cost savings:
 - Total cost savings \$1,835.00.

- Recreation-Elizabeth Sosa announced:
 - Program updates.
 - Hickory Grove update.
 - Website update.

Presidents Report-Commissioner Roger Bunger announced:

- The Park District had many requests from the community to keep open the Hickory Grove and Fitness Center. The Park District, in an attempt to help with a seamless transition, provided a lump sum payment of \$30,000 and transferred ownership of approximately \$50,000 worth of equipment to OCCCA. The Park District thanks OCCCA, The Comfort Inn and Suites and Abraham’s Bar and Grill for their efforts in making the transition as seamless as possible.

Committee Reports Needing Action:

- None at this time.

Old Business:

- None at this time.

New Business:

- **Acceptance of Commissioner Resignation:**
 - Commissioner Ohlinger moved to approve the acceptance of Commissioner Hudson’s resignation letter. Commissioner Dickow seconded the motion; the motion carried unanimously.
- **Approve the resolution for Local Assurance of ITEP grant for Bike RACC II Trail Extension Project:**
 - Commissioner Ohlinger moved to approve resolution for Local Assurance of ITEP grant for Bike RACC II Trail Extension Project. Commissioner Brooks seconded the motion; the motion carried unanimously.
- **Presentation for Lake Sule Master Plan:**
 - Lauren Jenison of Ecology LLC presented the Lake Sule master plan ideas.
- **Approve the Atwood and Cooper Master Plan proposal:**
 - Commissioner Brooks moved to approve the 3D Design Studio proposal, in conjunction with Fehr-Graham and Associates, whereas the professional fees shall not exceed \$11,675.00 with the additional optional services, each at an hourly rate as described in the proposal, page four, paragraph three and reimbursable expenses, page four, paragraph five are separate from the previously mentioned \$11,675.00. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

- **Approve meeting times and locations for fiscal year 2012-2013:**
 - Commissioner Seebach moved to approve the meeting times and locations for fiscal year 2012-2013. Commissioner Dickow seconded the motion; the motion carried unanimously.
- **Approve the use of the Working Cash Fund for temporary transfers between funds, as needed, retroactively for fiscal year 2013; reimburse the Working Cash Fund as revenue permits:**
 - Commissioner Norcross moved to approve the use of the Working Cash Fund for temporary transfers between funds, as needed, retroactively for fiscal year 2013; reimburse the Working Cash Fund as revenue permits. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Approve the resolution granting a five year real tax abatement to Illiana Realty, LLC and Central Big R Stores, INC dba Big R Project:**
 - Commissioner Norcross moved to approve the resolution granting a five year real tax abatement to Illiana Realty, LLC and Central Big R Stores, INC dba Big R Project. Commissioner Ohlinger seconded the motion. Ayes; Commissioner Norcross, Commissioner Ohlinger, Commissioner Brooks and Commissioner Bunger. Nays; Commissioner Dickow and Commissioner Seebach. Abstain; None. The motion carries.
- **Approve resolution approving acts of Officers and Park Commissioners:**
 - Commissioner Brooks moved to approve the resolution approving acts of Officers and Park Commissioners. Commissioner Seebach seconded the motion; the motion carried unanimously.
- **Flagg-Township Historical Society Update:**
 - Commissioner Dickow provided an update:
 - Dedicated people looking to preserve Rochelle’s history.
 - Staff cleaned Skare Museum.
 - Art show is scheduled.
 - New exhibits opening.
 - Hispanic heritage display coming soon.
 - Started building and maintenance fund; will be taking donations.
 - Membership requests went out in the mail.
 - The Rochelle Tourism and Visitors Association donated eight thousand dollars.
- **Discussion of “Teen Town” name:**
 - Executive Director, Eric Christensen presented the idea of changing the name of the Teen Town building.
- **Capital goals meeting:**
 - The Director will set a Committee of the Whole meeting concerning the capital goals.

- **Approve ordinance concerning Park closing hours:**
 - Commissioner Norcross moved to approve the ordinance concerning Park closing hours. Commissioner Brooks seconded the motion. Ayes; Commissioner Norcross, Commissioner Dickow, Commissioner Seebach, Commissioner Brooks and Commissioner Bunger. Nays; Commissioner Ohlinger. Abstain; None. The motion carries

Items from the Public:

- Resident Pastor Steve Dow spoke on the following subject: water fountains.
- Resident Corey Anseth spoke on the following subjects: contracts.

Adjourn to Executive Session:


- Commissioner Dickow moved to adjourn to executive session for the purpose of discussing personnel at 8:34 PM. Commissioner Norcross seconded the motion; the motion carried unanimously.

Reconvene to Regular Session:

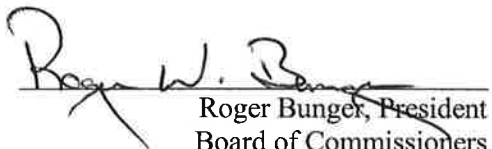
- Commissioner Dickow moved to reconvene to the regular session of the May 21, 2012 Board Meeting at 9:06 PM. Commissioner Seebach seconded the motion; the motion carried unanimously.

Adjourn

- There being no further business to conduct; Commissioner Norcross moved to adjourn the meeting at 9:07 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

June 18, 2012
Date Approved