

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT  
REGULAR MONTHLY BOARD MEETING  
October 22, 2012 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 Rochelle Spring Lake Marina, 101 South Eighth Street, Rochelle, Illinois on October 22, 2012. The meeting convened at 6:31 P.M. President Roger Bunger presiding.

**Pledge of Allegiance:**

- No pledge of Allegiance was led.

**Roll Call:**

**Commissioners Present**

Roger Bunger  
Mic Brooks  
Christa Seebach  
Marshall Norcross  
Richard Ohlinger  
Terry Dickow  
Michelle Pease

**Commissioners Absent**

**Staff Present:** Eric Christensen, Executive Director; Sarah Kilmer, Executive Assistant/Financial Manager; Ryan Coffland, Recreation Coordinator; and Dale Wood, Lead Maintenance I.

**Approval of Agenda:**

- Commissioner Pease moved to approve the agenda of the October 22, 2012 regular monthly meeting, as presented. Commissioner Dickow seconded the motion; the motion carried unanimously.

**Approval of Minutes:**

- **Regular Meeting September 17, 2012:**

- Commissioner Ohlinger moved to approve the Minutes of the Regular Meeting of September 17, 2012, as presented. Commissioner Brooks seconded the motion; the motion carried unanimously.
- **Special Meeting October 3, 2012:**
  - Commissioner Dickow moved to approve the Minutes of the Special Meeting of October 3, 2012, as presented. Commissioner Pease seconded the motion. Ayes: Commissioner Seebach, Commissioner Norcross, Commissioner Pease, Commissioner Dickow, Commissioner Ohlinger, Commissioner Bunger; Nays: None; Abstain: Commissioner Brooks.

**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
  - General overview of the General and Recreation fund for the past three months.

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

- Nothing at this time.

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

- Lake Sule:
  - Looking into restroom possibilities for a vaulted toilet.
- Memorial Park:
  - The artillery pad should be completed within three weeks, weather permitting.
- Helms tennis courts:
  - Received three different quotes. A proposal will be presented for the next meeting.
- Skare Park:
  - Disc Golf Course.
  - Work continues on the ecological assessment and restoration plan. A draft should be submitted by the end of October.
- Cooper and Atwood Parks:
  - Cooper Park restroom updates.
  - Kids ground plan.
- Dog Park:

- A committee meeting was held to discuss the Dog Park location; Midwest Park is a recommended site.
- **General:**
  - Pre-Construction Meeting for Cooper Park Restroom/Shelter.
  - Attended Two Meetings with Kishwaukee Special Recreation District Officials.
  - Attended Legal Symposium with Park District Attorney Nye.
  - Attended National Recreation and Park Association Congress.
  - Met with Elementary School District Superintendent regarding Lincoln School.
  - Possible Opportunity for a Mini-Golf Course.
  - Working on Job Descriptions.
  - Collecting Personnel Policy Manuals from other Park Districts.
  - Formalizing Evaluations for Full-time Staff.
  - Spoke with Illinois Fire Service Institute Staff regarding possible training burn at Skare Park.
  - Congratulations to Dale Wood for twenty years of service with the Park District.

**Staff Reports:**

- **Parks-Dale Wood Announced:**
  - **General:**
    - Seal coating completed at Lake Sule.
    - Cold storage building painted on the east side.
    - Inventory of Ash trees in the all the parks submitted by Tru green.
  - **Cooper Park:**
    - Inspection and repairs completed at Kids ground.
    - Toilets and electrical fixtures removed from old restrooms.
  - **Connolly Park:**
    - Safety surface added to playground.
    - New sign being painted will be installed soon.
    - New basketball net installed.
  - **Tilton:**
    - Swing sets painted.
    - Safety surface added to play grounds.
  - **Flannigan Park:**
    - New sign being painted will be installed soon.
    - Safety surface added to play ground.
  - **Powers Park:**
    - New Signs Ordered.

- Spring Lake Pool Complex:
  - Water fall pump removed.
  - Slide gel-coat has been completed.
  - Winterizing has begun.
- VFW Park:
  - Shelter painted and restrooms painted.
  - Safety surface added to playground.
- Skare Park:
  - Safety surface added to playground.
  - Well tank replaced.
- Sweeney Park:
  - New slide is in ready to be installed.
  - Safety surface added to playground.
- **Recreation-Elizabeth Sosa announced:**
  - Program updates.
  - League updates.
  - Driving Range updates.
  - Brochure updates.

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

- A special meeting will be held on Monday, October 29, 2012 at 6:00 PM at the Rochelle City Hall, concerning the audit information.
- Director evaluation forms should be turned in to commissioner Pease or I no later than Monday, October 29<sup>th</sup>.

**Committee Reports Needing Action:**

- Commissioner Dickow presented an update to the Board concerning the museum.

**Old Business:**

- **Approve the cell phone policy update:**
  - Commissioner Norcross moved to table the motion until the November meeting. Commissioner Pease seconded the motion; the motion carried unanimously.
- **Disc Golf presentation:**
  - Eric Christensen presented a slideshow on the possible Disc Golf course at Skare Park.
- **Capital project update:**
  - Eric Christensen presented an update on the capital projects:

**New Business:**

- No new business at this time.

**Items from the Public:**

- Nothing at this time.

**Executive Session:**

- Commissioner Norcross moved to adjourn to executive session at 8:23 PM. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

**Reconvene:**

- Commissioner Dickow moved to reconvene to the regular session of the October 29, 2012 at 9:19 PM. Commissioner Seebach seconded the motion; the motion carried unanimously.
- Noting Commissioner Ohlinger no longer present for the Board meeting.

**Executive Session Business:**

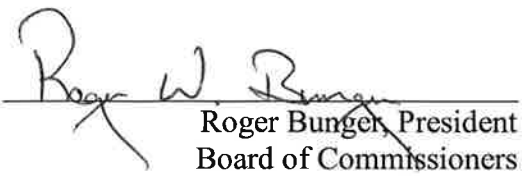
- Commissioner Norcross moved to approve the process to request bids for the rental of tillable farmland, owned by the Park District, for the plow years 2000, no, for the acreage in three distinct parcels; 54 acres in Skare Park for a two year lease and the two remaining smaller parcels at Skare Park and Lake Sule for a one year lease. Commissioner Dickow seconded the motion; the motion carried unanimously.

**Adjourn:**

- There being no further business to conduct; Commissioner Dickow moved to adjourn the meeting at 9:21 PM. Commissioner Norcross seconded the motion; the motion carried unanimously.



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



Roger W. Bungen, President  
Board of Commissioners  
Flagg-Rochelle Community Park District

November 19, 2012  
Date Approved