

FLAGG-ROCHELLE COMMUNITY PARK DISTRICT
REGULAR MONTHLY BOARD MEETING
August 20, 2012 6:30 PM
Rochelle City Hall

Call to Order:

- A regular meeting of the Board of Commissioners, Flagg-Rochelle Community Park District, was held at Rochelle City Hall, 420 North Sixth Street, Rochelle, Illinois on August 20, 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
Christa Seebach
Marshall Norcross
Richard Ohlinger
Terry Dickow

Commissioners Absent

Mic Brooks

Staff Present: Eric Christensen, Executive Director; Sarah Kilmer, Executive Assistant/Financial Manager; and Elizabeth Sosa, Superintendent of Recreation.

Approval of Agenda:

- Commissioner Ohlinger moved to approve the agenda of the August 20, 2012 regular monthly meeting, as presented. Commissioner Norcross seconded the motion; the motion carried unanimously.

Approval of Minutes:

- **Committee of the Whole Meeting July 9, 2012:**
 - Commissioner Norcross moved to approve the Minutes of the Committee of the Whole Meeting of July 9, 2012, as presented. Commissioner Dickow seconded the motion; the motion carried unanimously.

- **Regular Meeting July 16, 2012:**
 - Commissioner Ohlinger moved to approve the Minutes of the Regular Meeting of July 16, 2012, as presented. Commissioner Norcross seconded the motion; the motion carried unanimously.
- **Regular Meeting July 16, 2012:**
 - Commissioner Seebach moved to approve the Minutes of the Special Meeting of July 25, 2012, as presented. Commissioner Ohlinger seconded the motion; the motion carried unanimously

Appointment and swearing in of Board Commissioner:

- Commissioner Norcross moved to appoint Michelle Pease to the position of Board Commissioner, to fill in as a replacement for the vacant commissioner term ending 2013. Commissioner Dickow seconded the motion; the motion carried unanimously.
- Commissioner Seebach led Michelle Pease in the Oath of Office.

Budget and Finance Committee-Commissioner Ohlinger announced:

- Manual Checks
 - Commissioner Norcross 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:
 - Completed the final step in previous system cleanup.
 - Turned in information for the auditor to complete the audit.
 - Updated the working budget.
 - Completed the Appropriation Ordinance.
 - Began working on the Tax Levy.
 - Updated financial data.

Items from the Public (Agenda Items Only):

- Resident Chuck McGrath spoke on the following subjects: Cooper Park restrooms, the City Council, and vaulted toilets.
- Resident Steve Butz spoke on the following subjects: fees for park facilities.

Directors Report-Executive Director Eric Christensen announced:

- Cooper Park:
 - Restroom bid schedule.
- Memorial Park:
 - The project is under the bid minimum of \$20,000, so the Park District will be seeking quotes from local companies.
- Skare Park:
 - Disc Golf Course.
- Bike trail update:
 - Closed a section of the bike path to crack fill and seal. The path is now open to the public again. Rochelle Township High School District still needs to place the bollards.
- General:
 - Midsummer Night's benefit event. A bike and run event held on the bike path at night.
 - Electronics recycling event put on by Lee and Ogle County will be September 21 and 22.
 - First National Bank & Trust of Rochelle will be holding an outdoor movie night at Helms Field.
 - Met with City officials regarding the City bike plan.
 - Co-Sponsor of 21st Century Grant with the Elementary School District 231.
 - The part-time accounts payables and payroll staff member has resigned.
 - Met with 3D Design Studio regarding tennis courts.
 - Working with City officials on a sidewalk from 2nd Street to Tilton Park.

Staff Reports:

- **Parks-Eric Christensen Announced:**
 - General:
 - Vendor scheduled for tennis court repair visit.
 - Talked with Viking Chemical about a larger holding tank for Spring Lake.
 - Setting up a meeting with the pool contractor to help find the leak in the pool.
 - Met with the water slide contractor for the peeling gel coat on the water slide. There is a ten year warranty.
 - The entire Bike Path's edges were trimmed back and sprayed with weed killer.

- O'Rorke construction has ordered materials for the roof on the Lake Sule shelter.
 - Lake Sule crack filling and seal coating will begin soon.
 - Atwood Park:
 - Had four semi-truck loads of limestone brought in for the walking path.
 - Memorial Park:
 - Had dirt brought in and leveled off the location where the old house was taken down.
- **Recreation-Elizabeth Sosa announced:**
 - Program updates.
 - Spring Lake updates.
 - Driving Range updates.
 - Fall trip updates.

Presidents Report-Commissioner Roger Bunger announced:

- Nothing at this time.

Committee Reports Needing Action:

- Commissioner Seebach read a thank you letter regarding the trails at Skare Park.

Old Business:

- **Approve the Cumulative Budget and Appropriation Ordinance in final form:**
 - Sarah Kilmer presented Appropriation Ordinance in final form.
 - Commissioner Ohlinger moved to approve the Cumulative Budget and Appropriation Ordinance, in final form. Commissioner Norcross seconded the motion; the motion carried unanimously.
- **Approve the process to go for bid on Cooper Park Restroom project:**
 - Commissioner Norcross moved to approve the process to go for bid on Cooper Park Restroom project. Commissioner Pease seconded the motion; the motion carried unanimously.
- **Non-Profit Rental Policy discussion:**
 - Discussion only.

New Business:

- **Approve waiver form:**
 - Commissioner Dickow moved to approve the waiver form. Commissioner Norcross seconded the motion; the motion carried unanimously.

- **Approve the intergovernmental agreement with the Illinois State Comptroller's Office, regarding debt recovery:**
 - Commissioner Dickow moved to table the intergovernmental agreement with the Illinois State Comptroller's Office, regarding debt recovery, until the September Board Meeting. Commissioner Norcross seconded the motion; the motion carried unanimously.
- **Approve Winebaugh & Associates, P.C. auditor's fees not to exceed \$11,325.00:**
 - Commissioner Ohlinger moved to approve the Winebaugh & Associates, P.C. auditor's fees not to exceed \$11,325.00. Commissioner Seebach seconded the motion; the motion carried unanimously

Items from the Public:

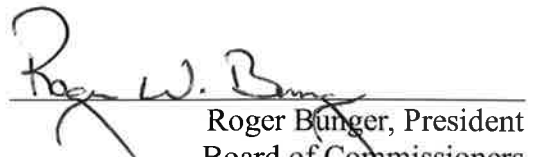
- Dag Grade spoke on the following subjects: Disc Golf courses.
- Mike Burke spoke on the following subjects: Disc Golf courses.

Adjourn

- There being no further business to conduct; Commissioner Pease moved to adjourn the meeting at 8:14 PM. Commissioner Dickow seconded the motion; the motion carried unanimously.



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



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

September 17, 2012
Date Approved