

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT
REGULAR MONTHLY BOARD MEETING
October 21, 2013 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 October 21, 2013. 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
Richard Ohlinger
Mic Brooks
Marshall Norcross
Michelle Pease
Christa Seebach
Brent Carmichael

Commissioners Absent

Staff Present: Eric Christensen, Executive Director; Sarah Kilmer, Executive Assistant/Financial Manager.

Notes:

Commissioner Norcross left the meeting at 8:09 PM.
Commissioner Norcross returned to the meeting at 8:11 PM.

Approval of Agenda:

- Commissioner Brooks moved to approve the agenda of the October 21, 2013 regular monthly meeting, as presented. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

Approval of Minutes:

- **Regular meeting minutes September 16, 2013:**
 - Commissioner Ohlinger moved to approve the Minutes of the Regular Meeting of September 16, 2013, with the change of date to September 16 under the agenda approval. Commissioner Pease seconded the motion; the motion carried unanimously.

Budget and Finance Committee-Commissioner Brooks announced:

- Manual Checks
 - Commissioner Norcross moved to approve the manual check report, as presented. Commissioner Seebach seconded the motion; the motion carried unanimously.
- Sarah Kilmer reviewed the financial report.

Items from the Public (Agenda Items Only):

- Nothing at this time.

Directors Report-Executive Director Eric Christensen announced:

- Turkey Trot:
 - The Park District met with some Turkey Trot representatives. The representatives are interested in the Park District sponsoring the event; eventually taking it over. The Park District will sponsor the event.
- Lake Sule:
 - Met with another Eagle Scout looking to do an Eagle Scout project making fish cribs for Lake Sule.
- General:
 - I will be attending a meeting on Friday with Mayor Chet Olsen, for the ComEd Openlands Grant lunch-in. The Park District received a grant for Skare Park.
 - The Finance Committee will get together regarding the Tax Levy.
 - Staff will be setting up and training for the WebTrac, online registration processing software.
 - Attended the National Parks and Recreation Association exposition.
 - Approximately 50% to 60% of people use mobile phones to access the internet. If the website has not been designed for mobile usage, it is can be difficult to navigate.
 - Creative ways to reintegrate nature into current parks and recreation system.
 - Maximizing aquatic facilities by bringing in more activities and events, securing and maintaining sponsorships, saving money with thermal blankets, and looking at the pricing of the facility.
 - Utilizing the Park Foundation.
 - The annual Illinois state conference will be held in January. All Board members are invited to attend.

Staff Reports:

- Nothing at this time.

Presidents Report-Commissioner Roger Bunger announced:

- Committees will be appointed in the near future.

Committee Reports Needing Action:

- Nothing at this time.

Old Business:

- **Superintendent of Park Discussion:**

- Commissioner Norcross and Commissioner Pease led a discussion on the position of Superintendent of Parks.

Approve financial policy:

- Commissioner Ohlinger moved to approve the financial policy. Commissioner Brooks seconded the motion; the motion carried unanimously.

New Business:

- **Approve donation of \$1,000 to RTHS Vocal Jazz Festival:**

- No motion made.

- **Approve audit fees not to exceed \$12,000:**

- Commissioner Brooks moved to approve the audit fees not to exceed \$12,000. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

- **Approve final pay request from George's Landscaping, in the amount of \$6,452.56:**

- Commissioner Ohlinger moved to approve the final pay request from George's Landscaping, in the amount of \$6,452.56. Commissioner Carmichael seconded the motion; the motion carried unanimously.

- **Approve temporary transfer of funds from the General Fund to the Recreation Fund :**

- Commissioner Brooks moved to approve temporary transfer from the General Fund to the Recreation Fund, in the amount of \$100,000 as stated. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

- **Discussion of Powers Park:**

- Mr. Christensen led a discussion and passed out information regarding Powers Park upgrades.

- **Approve contract with 3D Design for Powers Park, in the amount of \$18,645.00:**

- No motion made.

- **Job Descriptions:**

- Commissioner Norcross stated he had discussed the job description during the discussion of Superintendent of Parks discussion.

- **Sale of Land Discussion:**

- Mr. Christensen led a discussion on the possible sale of a parcel near Flannigan Park.

- **Approve changes to the purchasing policy;**

- Commissioner Norcross moved to approve the changes to the purchasing policy. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Discussion of Greater Rochelle Marketing Alliance:**
 - Mr. Christensen led a discussion on the Greater Rochelle Marketing Alliance.
- **Discussion of truck replacement:**
 - Mr. Christensen led a discussion on the replacement of a damaged maintenance truck.

Items from the Public:

- Cliff Smart, resident commented on the following topics: TruGreen, fixing fences, and trucks.
- Moose McBride, resident commented on the following topic: Powers Park, Hillcrest retention pond, and Superintendent of Parks.
- Dave Long, resident commented on the following topic: Powers Park.

Adjourn to executive session:

- Commissioner Pease moved to adjourn to executive session to discuss personnel and lease of land at 9:00 PM. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

Reconvene:

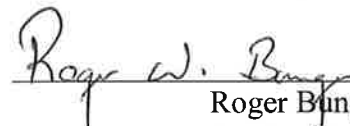
- Commissioner Pease moved to reconvene to the regular session of the October 21, 2013 Board meeting at 9:57 PM. Commissioner Seebach seconded the motion; the motion carried unanimously.

Adjourn:

- There being no further business to conduct; Commissioner Carmichael moved to adjourn the meeting at 10:00 PM. Commissioner Pease seconded the motion; the motion carried unanimously.



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



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

November 18, 2013
Date Approved