

FLAGG-ROCHELLE COMMUNITY PARK DISTRICT
REGULAR MONTHLY BOARD MEETING
May 20, 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 May 20, 2013. The meeting convened at 6:30 P.M. Vice-President Mic Brooks presiding.

Pledge of Allegiance:

- The Pledge of Allegiance was led by Commissioner Brooks.

Roll Call:

Commissioners Present

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

Commissioners Absent

Roger Bunger

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

Approval of Agenda:

- Commissioner Norcross moved to approve the agenda of the May 20, 2013 regular monthly meeting, as presented. Commissioner Dickow seconded the motion; the motion carried unanimously.

Approval of Minutes:

- **Regular meeting minutes April 15, 2013:**
 - Commissioner Seebach moved to approve the Minutes of the Regular Meeting of April 15, 2013, as presented. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Special meeting minutes April 29, 2013:**
 - Commissioner Ohlinger moved to approve the Minutes of the Special Meeting of April 29, 2013, as presented. Commissioner Pease seconded the motion; the motion carried unanimously.

Recognition of outgoing Board Member:

- Commissioner Brooks recognized Commissioner Dickow for his years of service and dedication.

Swearing in of Board Members:

- Commissioner Seebach proceeded with the swearing in of Commissioner Pease and Commissioner Carmichael.

Election of Officers:

- **President:**
 - Commissioner Pease nominated Commissioner Bunger for the office of Presidency. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Vice-President:**
 - Commissioner Norcross nominated Commissioner Ohlinger for the office of Vice-Presidency. Commissioner Pease seconded the motion; the motion carried unanimously.
- **Secretary:**
 - Commissioner Ohlinger nominated Commissioner Seebach for the office of Secretary. Commissioner Pease seconded the motion; the motion carried unanimously.
- **Treasurer:**
 - Commissioner Norcross nominated Commissioner Brooks for the office of Treasurer. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Assistant Secretary:**
 - Commissioner Ohlinger nominated Commissioner Pease for the office of Assistant Secretary. Commissioner Seebach seconded the motion; the motion carried unanimously.
- **Assistant Treasurer:**
 - Commissioner Norcross nominated Commissioner Carmichael for the office of Assistant Treasurer. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

Budget and Finance Committee-Commissioner Brooks announced:

- Manual Checks
 - Commissioner Brooks moved to approve the manual check report, as presented. Commissioner Pease seconded the motion; the motion carried unanimously.
- Financial Report
 - The finance report will be delivered after the completion of a system glitch.

Items from the Public (Agenda Items Only):

- Nothing at this time.

Directors Report-Executive Director Eric Christensen announced:

- Lake Sule:
 - \$1,925 eight to ten inch channel catfish have been purchased and will be put into the Lake on April 20.
 - Vaulted toilet scheduled to be delivered at the end of May.
- Helms:
 - Tennis Court pre-construction meeting.
 - Single court crack filling and painting.
 - Pickle ball.
 - Disaster exercise.
- Beautification Information
 - Plantings for Skare, Cooper and Atwood entrance signs.
 - Atwood plantings.
- Skare Park:
 - Disc Golf update.
 - Skare Museum improvements.
 - Drain tile repair.
- Cooper and Atwood Parks:
 - Cooper Park restroom update.
 - Kids ground surfacing update.
- Spring Lake Pool
 - Baby Bungee for wading pool.

Staff Reports:

- **Recreation-Elizabeth Sosa announced:**
 - Recreation Intern, Taylor Thwaites.
 - League updates.
 - Program updates.
 - Hub project updates.
 - Spring Lake Pool updates.
 - Driving range update.

Presidents Report-Commissioner Roger Bunger announced:

- Nothing at this time.

Committee Reports Needing Action:

- Nothing at this time.

Old Business:

- Nothing at this time.

New Business:

- **Approve contract with Fearer, Nye & Chadwick for \$11,500 for legal retainer:**
 - Commissioner Brooks moved to approve the contract with Fearer, Nye & Chadwick for \$11,500 for legal retainer. Commissioner Norcross seconded the motion; the motion carried unanimously.
- **Approve in tentative form the Cumulative Budget and Appropriation Ordinance:**
 - Commissioner Brooks moved to approve in tentative form the Cumulative Budget and Appropriation Ordinance. Commissioner Norcross seconded the motion; the motion carried unanimously.
- **Approve \$13,052 in change orders to the Cooper Park restroom building project, retroactive to April 30, 2013:**
 - Commissioner Pease moved to approve \$13,052 in change orders to the Cooper Park restroom building project, retroactive to April 30, 2013. Commissioner Carmichael seconded the motion; the motion carried unanimously.
- **Approve Bruns Construction pay request number two, in the amount of \$120,585.60:**
 - Commissioner Carmichael moved to approve Bruns Construction pay request number two, in the amount of \$120,585.60. Commissioner Brooks seconded the motion; the motion carried unanimously.
- **Approve resolution for Local Agency Agreement for Federal Participation (BLR 5310):**
 - Commissioner Brooks moved to for Local Agency Agreement for Federal Participation (BLR 5310). Commissioner Pease seconded the motion; the motion carried unanimously.
- **Approve Fehr-Graham Engineering contract, in the amount of \$101,178.51:**
 - Commissioner Norcross moved to Fehr-Graham Engineering contract, in the amount of \$101,178.51. Commissioner Pease seconded the motion; the motion carried unanimously.
- **Approve meeting times and locations for fiscal year 2013-2014:**
 - Commissioner Brooks moved to meeting times and locations for fiscal year 2013-2014, as corrected. Commissioner Seebach 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 2014; reimburse the Working Cash Fund as revenue permits:**
 - Commissioner Brooks moved to the use of the Working Cash Fund for temporary transfers between funds, as needed, retroactively for fiscal year 2014; reimburse the Working Cash Fund as revenue permits. Commissioner Norcross seconded the motion; the motion carried unanimously.

Items from the Public:

- Nothing at this time.

Adjourn:

- There being no further business to conduct; Commissioner Pease moved to adjourn the meeting at 7:55 P.M. Commissioner Brooks seconded the motion; No vote was taken.

S. Kilmer

Sarah Kilmer, Recording Secretary
Flagg-Rochelle Community Park District

Roger W. Bunger

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

June 17, 2013
Date Approved