

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT
REGULAR MONTHLY BOARD MEETING
March 18, 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 March 18, 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
Mic Brooks
Richard Ohlinger
Michelle Pease
Christa Seebach
Marshall Norcross
Terry Dickow

Commissioners Absent

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

Approval of Agenda:

- Commissioner Brooks moved to approve the agenda of the March 18, 2013 regular monthly meeting, as presented. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

Approval of Minutes:

- **Regular meeting minutes February 19, 2013:**
 - Commissioner Brooks moved to approve the Minutes of the Regular Meeting of February 19, 2013, as presented. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

- **Special meeting minutes February 27, 2013:**
 - Commissioner Norcross moved to approve the Minutes of the Special Meeting of February 27, 2013, as presented. Commissioner Pease seconded the motion. Ayes: Commissioner Seebach, Commissioner Dickow, Commissioner Norcross, Commissioner Pease, Commissioner Brooks, and Commissioner Bunger; Nays: None; Abstain: Commissioner Ohlinger.
- **Special meeting minutes March 4, 2013:**
 - Commissioner Seebach moved to approve the Minutes of the Special Meeting of March 4, 2013, as presented. Commissioner Norcross seconded the motion. Ayes: Commissioner Seebach, Commissioner Dickow, Commissioner Norcross, Commissioner Pease, Commissioner Brooks, and Commissioner Bunger; Nays: None; Abstain: Commissioner Ohlinger.
- **Special meeting minutes March 13, 2013:**
 - Commissioner Pease moved to approve the Minutes of the Special Meeting of March 13, 2013, as presented. Commissioner Brooks seconded the motion. Ayes: Commissioner Seebach, Commissioner Dickow, Commissioner Norcross, Commissioner Pease, Commissioner Brooks, and Commissioner Bunger; Nays: None; Abstain: Commissioner Ohlinger.

Budget and Finance Committee-Commissioner Ohlinger 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 is in the packet.
 - Sarah Kilmer reviewed some of the highlighted financial information.

Items from the Public (Agenda Items Only):

- Nothing at this time.

Directors Report-Executive Director Eric Christensen announced:

- Lake Sule:
 - Vaulted toilet update-The vaulted toilet has been ordered and will take approximately ninety days to be finalized.
- Helms:
 - Tennis Court plan schedule DeKalb Disc Golfers offered to install portable baskets for placement purposes.

- Skare Park:
 - A burn pile has been going for a few days and will continue for a couple of weeks.
- Cooper and Atwood Parks:
 - Cooper Park restroom update.-Materials are in for the bathroom.
 - Kids ground plan update-playground surfacing will go out to bid.
- General:
 - Dog park update-Working on a design for the Dog Park.
 - ADA evaluation update-The buildings have been evaluated. When the weather warms up, the outdoor evaluations will be completed.
 - Bike Grant update-A letter was submitted to the grant administrator requesting the outside engineering work be included in the grant process. The approval process, through the federal government, could take between six to nine months.
 - Union negotiations moving forward.
 - Focus House will resume in April, weather permitting. Focus House will provide cleanup in the parks, but the maintenance staff will clean the restrooms.
 - Parks cell phone update-A Verizon plan can be secured for a fee of seven dollars a month and a “per minute fee” assessed. All Verizon to Verizon calls have no extra charge.
 - Teen Town bathroom floor has been replaced.

Staff Reports:

- **Parks-Eric Christensen Announced:**
 - General:
 - Teen town bathroom floor replaced, soon to be waxed and reopened.
 - Snow removal in parks and bike path.
 - Getting quote for over lay on Helms track.
 - Safety Grant completed and approved, CPR manikins, chain hoists, gas masks, portable cable hoist, hands free mobile phone devices, ear muffs, trailer tailgate helper, and cargo bars.
 - Getting quote for roof repairs for Spring Lake bath house.
 - Investigating replacement cost for Spring Lake & Marina deck boards.
 - Cleaning mud off of bike path, due to flooding.
 - Finishing up painting park benches

- VFW Park:
 - Removing outfield fence on field #2.
 - Getting quote for bleacher replacement and back stop repairs, due to car crash.
 - Concession building approved for repairs.
- Spring Lake pool complex:
 - Quote approved for caulking gutter and decks. The work to commence as soon as weather permits.
- **Recreation-Eric Christensen announced:**
 - League updates.
 - Program updates.
 - Trip updates.
 - Spring Lake Pool updates.
 - Summer camp and Hub project staff update.
 - Announced the position for a Recreation intern.
 - WRHL Great Easter Egg Hunt announcement.

Presidents Report-Commissioner Roger Bunger announced:

- A special meeting will be held jointly with the City of Rochelle on Wednesday, March 20, 2013 at 7:00 PM.

Committee Reports Needing Action:

- Nothing at this time.

Old Business:

- **Capital Fund Update:**
 - Mr. Christensen presented an update on capital fund priority projects.
- **Flagg Township Historical Society & Museum update:**
 - Rebecca Weinstock, Museum Director presented an update on the Flagg Township museum.

New Business:

- **Presentation of the preliminary working budget:**
 - Sarah Kilmer presented the preliminary working budget.

Items from the Public:

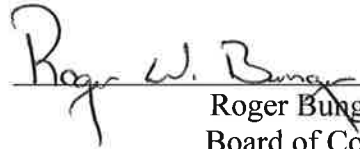
- Nothing at this time.

Adjourn:

- There being no further business to conduct; Commissioner Norcross moved to adjourn the meeting at 8:08 PM. Commissioner Pease 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

April 15, 2013
Date Approved