

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT
REGULAR MONTHLY BOARD MEETING
September 20, 2010 6:30 PM
Spring Lake Marina**

Call to Order:

- Vice President Neil Swanson called the meeting to order at 6:30 PM.

Roll Call:

Commissioners Present

Neil Swanson
Kim Bear
Al Rogers
Steve Hudson
John Dobbs

Commissioners Absent

Roger Bunger
Terry Dickow

Staff Present: Steve Liezert, Executive Director and Sarah Kilmer, Executive Assistant/Financial Manager.

Approval of Agenda:

- Commissioner Hudson moved to approve the agenda. Commissioner Rogers seconded the motion; the motion carried unanimously.

Approval of Minutes:

- Commissioner Hudson moved to approve the Minutes of the Public Hearing of August 16th. Commissioner Rogers seconded the motion; the motion carried unanimously.
- Commissioner Rogers moved to approve the Minutes of the Regular Meeting of August 16th. Commissioner Hudson seconded the motion; the motion carried unanimously.
- Commissioner Hudson moved to approve the minutes of the Special Meeting of August 30th. Commissioner Rogers seconded the motion; the motion carried unanimously.

Directors Report-Executive Director Steve Liezert announced:

- A pipe collapsed causing restroom problems at Memorial Park. Pota-Potties were put in place pending the variance approval of the vaulted toilets.
 - A short discussion took place concerning the capping of the sewer line.
- The Memorial Park Arch was lost due to a semi truck driver getting jammed underneath the Arch.
 - The replacement of the Arch may not be at Memorial Park.
 - The original Arch was placed elsewhere in town and moved to Memorial Park at some point in time.

- A large oak tree at Skare Homestead was disassembled (approximately 90 years old). The lumber will be used to generate revenue.
- Skare Park cleanup.
 - Three loads of scrap iron were taken and sold for revenue.
 - More scrap iron (currently located at the Focus House) is waiting to be sold for more revenue.
 - Possibility of turning the revenue generated from the scrap iron over to the Focus House to purchase equipment for all of the work the Focus House has completed.
- Vicki Snyder-Chura will write an article about the work completed at Skare Park, as well as, some of the native plants and grasses located within Skare Park.
- The Victory Trail was part of the Focus House trail cleanup and construction. The Victory Trail was created in the shape of a ribbon to honor cancer survivors. October is cancer awareness month. The third or fourth Sunday in October, the Park District will hold a large event to honor cancer survivors, recognize Focus House for their efforts and Austin Meyers for all of the work he completed on the shelter.
- Storage shed concrete work has been completed.
- The Antenna has been removed at the Park District office to allow for roof repairs.
- Hickory Grove pool renovation has been completed. An open house will be scheduled with free swimming for the public.
- A short discussion took place concerning the Arch and using the soil conditioner on the victory trail.

Presidents Report-Commissioner Terry Dickow absent:

- No President's report at this time.

Committee Reports:

- **Finance Committee- John Dobbs announced:**
 - The beginning bank balance; \$2,082,370.27
 - Total Checks written; \$178,586.38
 - Payroll checks; \$56,001.11
 - Revenue; \$80,083.99
 - Ending bank balance; \$1,991,195.48
 - Announced some of the larger checks written.
 - A more detailed budget analysis was included in the Board Packet.
 - Commissioner Rogers moved to approve the treasurer's report. Commissioner Hudson seconded the motion; the motion carried unanimously.
- **Buildings, Grounds and Maintenance- Commissioner Rogers announced:**
 - An informal committee meeting was held. Topics of discussion were as follows:
 - What should be done next year?
 - ❖ Need to develop a check list to make sure all of the scheduled maintenance is getting done.

- Goals for this year were to be up to speed on the scheduled maintenance.
 - Enhanced landscaping need for Atwood and Cooper parks discussed.
 - The Dog Park location and size was discussed.
 - A discussion of moving the Memorial Plaque at Memorial Park to the Helm's Complex took place. Would like to contact the Jr. Tackle about a dedication of the plaque.
 - Came to an agreement of a designated area for the vaulted toilets.
 - Next year – looking at the removal of expired playground equipment.
- **Recreation Committee- Commissioner Swanson announced:**
 - Met with Elizabeth Martinez, information provided in the board packet.
 - Two treadmills at the Hickory Grove facility were out of order. Looking to purchase a used treadmill from Direct Fitness Solutions, in the amount of \$2,500.00. The Park District had a credit of \$250.00 on the account that will be used towards the purchase.
- **Development and Planning Committee- Commissioner Dobbs announced:**
 - A committee meeting was held last week.
 - Discussed renovations at Memorial Park.
 - Possibility of installing lights in the new Arch.
 - Possibility of closing the road access where the Arch is located.
 - The process of getting approval for the vaulted toilets was progressing.
 - Atwood Park renovations may begin this year.
 - After a brief discussion took place concerning the amount of handicapped parking spaces for the Atwood parking lot, it was decided only the amount of required spaces for the size of the parking lot would be installed.
- **Personnel Committee:**
 - Nothing at this time.
- **Policy Review Commissioner Bear announced:**
 - Nothing at this time.

Old Business:

- No old business.

New Business:

- **Approve Bid from Stenstrom Excavating and Blacktop Group Paving Improvements and Helms Maintenance Shed for \$528,878.70:**
 - After a brief discussion Commissioner Hudson made a motion to approve the bid from Stenstrom Excavating and Blacktop, in the amount of \$528,878.70. Commissioner Rogers seconded the motion; the motion carried unanimously.
- **Approve Bid CXT Inc. for a Gunnison Single Vault Toilet Building for installation at Skare Museum of \$15,077.50:**

- After a brief discussion Commissioner Rogers made a motion to approve the bid of \$15,077.50 to purchase a single vault toilet building from CXT Inc. Commissioner Dobbs seconded the motion; the motion carried unanimously.

Consent Calendar:

- No items to present at this time.

Correspondence

- Noting at this time.

Dialogue

- Commissioner Dobbs thanked the Park District for allowing the Cross Country meet to take place at Skare Park.
- Commissioner Rogers expressed his thanks to Commissioner Dobbs and Mr. Rogers for all the work they put in to help beautify the park.

Comments from the Public:


- **Nothing at this time.**

Adjourn

- There being no further business to conduct; Commissioner Rogers moved to adjourn the meeting at 7:29 PM. Commissioner Hudson seconded the motion; the motion carried unanimously.



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


Terry Dickow, President
Board of Commissioners
Flagg-Rochelle Community Park District

October 18, 2010
Date Approved