

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT**  
**REGULAR MONTHLY BOARD MEETING**  
**May 17, 2010 6:30 PM**  
**Spring Lake Marina**

**Call to Order:**

- Neil Swanson      DD      6/21/10
- Vice President ~~Terry Dickow~~ called the meeting to order at 6:31 PM.

**Roll Call:**

**Commissioners Present**

Kim Bear  
John Dobbs  
Steve Hudson  
Neil Swanson  
Terry Dickow  
Al Rogers

**Commissioners Absent**

Roger Bunger

**Staff Present:** Steve Liezert, Executive Director and Sarah Kilmer, Administrative Assistant.

**Election of Officers:**

- Nominations for President:  
Commissioner Swanson nominated Commissioner Dickow for Presidency. Commissioner Rogers seconded the nomination.  
Commissioner Hudson nominated Commissioner Bunger for Presidency. Commissioner Dobbs seconded the nomination.  
Roll call vote was taken for the nomination of Commissioner Dickow as President. Ayes: Commissioner Bear, Commissioner Rogers, Commissioner Swanson and Commissioner Dickow. Nays: Commissioner Dobbs and Commissioner Hudson. Nomination for Commissioner Dickow as President passed 4-2.  
No roll call vote was taken for the nomination of Commissioner Bunger as President.  
Commissioner Dickow stated Commissioner Dickow won the position of Presidency with a majority vote.
- Nominations for Vice President:  
Commissioner Dickow nominated Commissioner Swanson for Vice President. Commissioner Hudson seconded the nomination.  
Commissioner Bear nominated Commissioner Rogers for Vice President. No Commissioner seconded the motion.  
Commissioner Dickow stated Commissioner Swanson won the position of Vice President by default, due to lack of a second for Commissioner Rogers.

- Nominations for Secretary:  
Commissioner Swanson nominated Commissioner Rogers for Secretary. Commissioner Dickow seconded the nomination.  
Commissioner Dickow stated Commissioner Rogers won the position of Secretary by default.
- Nominations for Treasurer:  
Commissioner Swanson nominated Commissioner Dobbs for Treasurer. Commissioner Hudson seconded the nomination.  
Commissioner Dickow stated Commissioner Dobbs won the position of Treasurer by default.

**Approval of Agenda:**

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

**Approval of Minutes:**

- Commissioner Swanson moved to approve the Minutes of the Regular Meeting of April 19, along with the Minutes of the Special Board Meeting dated April 26, 2010. Commissioner Rogers seconded the motion; the motion carried unanimously.

**Directors Report:** Executive Director Steve Liezert announced:

- The recognition of Dale Wood for the ability to work with the contractor at Spring Lake Pool. Mr. Wood had the knowledge to balance the hydrostatic pressure by reducing the water level of Spring Lake.
- After Spring Lake Pool opens, Hickory Grove Pool will shut down for similar (required) modifications.
- Hickory Grove Pool will have the parking lot sealed and striped on May 18<sup>th</sup>.
- The renovations to Teen Town are almost complete. The next phase of Teen Town renovations will be the floor.
- The June Board meeting will be held at Teen Town (101 S. 8<sup>th</sup> Street). The July Board meeting may also be held at Teen Town.
- After the large storm that came through Rochelle, maintenance spent one and a half (1 ½) days cleaning up the bike path.
- He would be attending a meeting with the drainage district later in the week to discuss the erosion of the bike path west of Rt. 251.
- The NWIAPR (North West Association of Parks and Recreation) meeting, held at the Marina, did not have the turnout as expected, but went over very well. There was a presentation on Zumba and a presentation on Native Grasses at the NWIAPR meeting.

**Presidents Report:**

- President Bunger not present.

**Committee Reports:**

- **Finance Committee:**
  - Commissioner announced:
    - The beginning bank balance; \$1,626,675.98
    - Checks written; \$144,220.98
    - Gross Payroll; \$25,022.47
    - Revenue; \$34,870.08
    - Ending bank balance; \$1,797,350.90
    - Commissioner Rogers moved to approve the treasurer's report. Commissioner Swanson seconded the motion; the motion carried unanimously.
- **Buildings, Grounds and Maintenance:**
  - Commissioner Hudson stated he had nothing to report at this time.
- **Recreation Committee:**
  - Commissioner Swanson stated he had a meeting with Liz Martinez, Superintendent of Recreation, the previous week.; Natalie Fenwick, Hickory Grove Supervisor was absent, due to a meeting.
  - Commissioner Swanson announced:
  - Coed volleyball would be having an event with the team in Oregon.
  - The website had over 5,000 hits in April.
  - Spring Lake seasons passes went on sale May 3<sup>rd</sup>.
  - Theater and Dance was going well.
  - May 22<sup>nd</sup> the Keith Anderson Boat Regatta would be held at Spring Lake. The Boat Regatta would showcase the handmade boats made in the boat building class. There would be no motors used, only paddles.
  - The Park District had teamed up with the Chamber of Commerce to sell tickets for a trip to a Cubs game.
  - Natalie Fenwick had attended the health fair at Rochelle Foods. Natalie had signed up five new corporate member accounts at the health fair.
  - The mirror in the locker room had been replaced.
  - Natalie had been working with Sarah Kilmer to collect payments on outstanding balances owed on accounts.
- **Development and Planning Committee:** Commissioner Dobbs announced:
  - No meeting had taken place.
  - The last meeting concerned the Focus House conducting classes at Skare Park.
  - A presentation would be given by Linnae Anderson and Mike Rogers.
  - Mrs. Anderson and Mr. (M) Rogers discussed different aspects of Skare Park they would like to have their class address. The items included updates, additions, renovations and beautification. For a complete list, see attached document labeled exhibit A.
- **Personnel:**
  - Commissioner Rogers stated personnel would be covered in executive session.
- **Policy Review:**
  - Commissioner Bear stated she had nothing to announce at this time.

**Old Business:**

- **Approve location of Handicapped Parking for Bandshell in Atwood Park:**
  - Executive Director Steve Liezert announced Noah Carmichael from Fehr-Graham and associates had come to answer any questions concerning the parking lot placement.
  - After a brief discussion Commissioner Dobbs made a motion to approve the Atwood parking lot location near 10<sup>th</sup> Avenue. Commissioner Hudson seconded the motion; Roll call vote was taken. Ayes: Commissioner Dobbs and Commissioner Hudson. Nays: Commissioner Dickow, Commissioner Bear, Commissioner Rogers and Commissioner Swanson. Vote 2-4, the motion failed.
  - Commissioner Rogers made a motion to approve the Atwood parking lot location in the center of the park. Commissioner Swanson seconded the motion; Roll call vote was taken. Ayes: Commissioner Dickow, Commissioner Bear, Commissioner Rogers and Commissioner Swanson. Nays: Commissioner Dobbs and Commissioner Hudson. Vote 4-2, the motion carried.

**New Business:**

- **Approve engineering and Survey Services for Community Campus Design \$11,375.00:**
  - After a brief discussion Commissioner Rogers made a motion to approve the engineering and survey services for the community campus design, in the amount of \$11,375. Commissioner Hudson seconded the motion; The motion carried unanimously.
- **Approve Fehr-Graham Proposal for Professional Services for Paving Improvements – Various Sites:**
  - Executive Director Steve Liezert announced the Fehr-Graham proposal included site management to ensure proper protocol on the construction and materials used are met.
  - After a brief discussion Commissioner Hudson made a motion to approve the Fehr-Graham and Associates proposal. Commissioner Swanson seconded the motion; the motion carried unanimously.
- **Authorize Executive Director to sign the following documents for application of OSLAD Grant for Memorial Park Renovation.**
  - DOC 3 Resolution of Authorization.
  - DOC 6 Assurance of Compliance.
  - Certification Regarding Federal Debarment, Suspension, Ineligibility and Voluntary Exclusion.
  - Commissioner Hudson made a motion to authorize Executive Director Steve Liezert to sign the above mentioned documents. Commissioner Swanson seconded the motion; the motion carried unanimously.

- **Purchase of Madvac All-Wheel Drive Outdoor Vacuum.**
  - Commissioner Swanson made a motion to table the purchase of the Madvac All Wheel Drive Outdoor Vacuum, until the next Park Board meeting. Commissioner Dobbs seconded the motion; the motion carried unanimously.
- **Authorize the Executive Director to pursue a “Design-Build-Finance” approach to construct shed at Skare Park.**
  - Commissioner Rogers made a motion to authorize Executive Director Steve Liezert to pursue a “design-build-finance” approach to construct a shed at Skare Park. Commissioner Dobbs seconded the motion; the motion carried unanimously.

**Consent Calendar:**

- No items to present at this time.

**Comments from the Public:**

- Resident, Christy Seebach inquired on the status of the vaulted toilets. Executive Director, Steve Liezert stated there had been a lot of resistance from the City of Rochelle, but things seemed to be moving forward. A short discussion took place concerning the restrooms.
- Resident, Jerry Seebach asked why there were no recycle bins at the baseball fields by Teen Town. Mr. Seebach stated he had been at a baseball game over the weekend. There were many people disposing cans in the trash. If there had been recycle bins, everyone could have been recycling the cans. Executive Director Steve Liezert informed Mr. Seebach the Little League organization has the responsibility of placing recycling containers, garbage cans and additional restrooms, for their events. Mr. Liezert stated plans were in place for permanent a recycling container. After concrete has been poured the recycling container would be put in place.

**Correspondence**

- No correspondence at this time.

**Dialogue**

- Commissioner Dickow informed the Board of Trustees to let him know what committees they were interested in serving on.

**Adjourn to Executive Session**

- Commissioner Swanson moved to adjourn to the executive session at 8:02 PM. Commissioner Rogers seconded the motion; the motion carried unanimously.


**Reconvene to Regular Session**


- Commissioner Hudson left the meeting at 9:19 PM.
- President Dickow stated the Board of Commissioners had reconvened to regular session at 9:23 PM.

- Action taken: Wage increases
  - Commissioner Dobbs made a motion to give Executive Director Steve Liezert a two and a half percent (2 ½%) increase. Commissioner Bear seconded the motion; the motion carried unanimously.
  - Commissioner Rogers announced Commissioner Swanson would be abstaining from the second action item.
  - Commissioner Rogers made a motion to give five staff members a four percent (4%) wage increase, retroactive to May 1, 2010, with the exception of Sarah Kilmer. Sarah Kilmer's increase will be retroactive to March, with a reclassification in her title. Sarah's new title will be Executive Assistant/Financial Manager. Commissioner Dobbs seconded the motion. Roll call vote was taken for the wage increases. Ayes: Commissioner Bear, Commissioner Dobbs, Commissioner Rogers, Commissioner Dickow. Nays: 0 Abstain: Commissioner Swanson. The motion to approve wage increases passed 4-0.

**Adjourn**

- There being no further business to conduct; Commissioner Rogers moved to adjourn the meeting at 9:28 PM. Commissioner Swanson seconded the motion; the motion carried unanimously.

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

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

June 21, 2010  
Date Approved