

FLAGG-ROCHELLE COMMUNITY PARK DISTRICT
REGULAR MONTHLY BOARD MEETING
September 19, 2011 6:30 PM
Spring Lake Marina

Call to Order:

- A regular meeting of the Board of Commissioners, Flagg-Rochelle Community Park District, was held at the Spring Lake Marina, 121 South Eighth Street, Rochelle, Illinois on September 19, 2011. 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
Terry Dickow
Christa Seebach
Marshall Norcross
Steve Hudson

Commissioners Absent

Staff Present: Ray Schwartz, Interim Executive Director and Sarah Kilmer, Executive Assistant/Financial Manager.

Approval of Agenda:

- Commissioner Ohlinger moved to approve the agenda of the September 19, 2011 regular monthly meeting. Commissioner Hudson seconded the motion; the motion carried unanimously.

Approval of Minutes:

- **Regular Meeting, August 15th, 2011:**
 - Commissioner Norcross moved to approve the Minutes of the Regular Board Meeting of August 15th, 2011, as presented. Commissioner Brooks seconded the motion. Ayes: Commissioner Seebach, Commissioner Dickow, Commissioner Ohlinger, Commissioner Norcross, Commissioner Brooks, Commissioner Bunger; Nays: None; Abstain: Commissioner Hudson.

Directors Report-Interim Executive Director Ray Schwartz presented a slideshow:

- Highlights include:
 - Financial reports for the fiscal year 2010-2011 will be to the auditor by the end of the week.
 - Working on revisions of the amended fiscal year 2011-2012 Budget.
 - Creating a new chart of accounts.
 - Restructuring:
 - Organizational chart.
 - ❖ Eliminating positions.
 - ❖ Changing sport fields from parks to recreation.
 - Financial:
 - Going to move recreation fund accounts.
 - Evaluating sport fields expenses as allocated.
 - Ryan Coffland's presentation on the ball field maintenance:
 - Presented a slideshow.
 - Based off of the Geneva Park District.
 - Ball field maintenance responsibilities:
 - ❖ Dragging the fields with the Gator, painting the outfield lines, chalking infield lines, raking the mound and home plate bases, putting down Diamond Dry, making decisions on whether the fields are playable, weeding, changing mound and base plates, coving base plates, watering the fields , and making the fields look more presentable and more professional.
 - Presented an example of a field invoice for outside organizations.
 - Presented examples of the revenue and expenses for the ball fields.
 - Recommendation: The Park District should charge for field use.
 - Wyatt Henry Sosa was born to Elizabeth Sosa on the 14th of September.
 - Recognized Natalie Fenwick for saving an individual's life, while on duty at Hickory Grove.
 - Hickory Grove had thirteen cancelations and forty new memberships.
 - Parks:
 - Memorial bench being established at Atwood Park for the Polancic family.
 - Helms field had locks removed. Working on removing the removal of fences.
 - Tracking mowing time.
 - Removing the fencing at all shelters. Posting signs for reservations.
 - Meeting with two separate AE firms for recommendations on park revitalizations.
 - Request for proposals will go out this week for the Memorial Park Restroom Project.
 - Arch placement discussion.
 - Mowing vehicle discussions.

Presidents Report-Commissioner Roger Bunger announced:

- Recognized Carolyn Elder for ten years of service with the Park District; presented a plaque.

Committee Reports:

- **Finance Committee - Richard Ohlinger announced:**
 - The finance report is in the packet.
 - Commissioner Brooks moved to approve the manual check report, as presented. Commissioner Norcross seconded the motion; the motion carried unanimously.
- **Buildings, Grounds and Maintenance – Commissioner Hudson:**
 - Nothing new that wasn't covered in the Director's report.
- **Recreation Committee- Commissioner Dickow announced:**
 - The report is in the Board packet.
- **Development and Planning Committee – Commissioner Brooks announced:**
 - Notes are in the packet.
 - Had two or three meetings, reviewed the current and previous master plan.
 - In the process of getting the master plan to the board members.
 - Recommend a Committee of the Whole meeting before the next Board Meeting.
- **Personnel Committee- Commissioner Seebach announced:**
 - No meeting was held.
- **Policy Review –Commissioner Norcross announced:**
 - Everyone received via e-mail or manually the proposed policy changes.
 - A few changes were made after the initial meeting.
 - Make additional suggestions to Ray Schwartz or Commissioner Norcross.
 - Next month there will be a vote to approve the new policy manual.
 - Board discussion of the Policy Manual.

Old Business:

- **Approval in Final Form Fiscal Year 2011-2012 Appropriation.**
 - Commissioner Ohlinger moved to approve the fiscal year 2011-2012 Cumulative Budget and Appropriation in final form. Commissioner Brooks seconded the motion; the motion carried unanimously.

New Business:

- **Approval of Draft Commissioner Policy Manual:**
 - Commissioner Bunger stated the approval of the Draft Commissioner Policy manual will be postponed until the October 17th meeting.

- **Approval of a Temporary Fund Transfer from the Capital Fund to the General Fund:**
 - Commissioner Hudson moved to approve a temporary fund transfer from the Capital Fund to the General Fund, in the amount of three hundred thousand (\$300,000) dollars. Commissioner Norcross seconded the motion; the motion carried unanimously.
- **Approval of a Temporary Fund Transfer from the Capital Fund to the Hickory Grove Fund :**
 - Commissioner Ohlinger moved to approve a temporary fund transfer from the Capital Fund to the Hickory Grove Fund, in the amount of one hundred thousand (\$100,000) dollars. Commissioner Dickow seconded the motion; the motion carried unanimously.
- **Approval of a Policy to Limit the Acceptance of all Shared-Use Path's to be Primarily Recreation Type use in Nature:**
 - Ray Schwartz presented a slideshow citing city ordinance 04-3263.
 - Commissioner Brooks moved to approve the policy to limit the acceptance of new shared-use paths for Park District ownership and maintenance to those primarily for recreation use: Commissioner Dickow seconded the motion; the motion carried unanimously.

Consent Calendar:

- No items to present at this time.

Comments from the Public:

- Resident Lanore Berberich spoke on the following subjects: Hickory Grove funds and memberships.
- Resident John Dobbs spoke on the following subjects: Park District cooperation for hosting the track meet at Skare Park, Skare Park conditions and Hickory Grove.
- Resident Mike Koolidge spoke on the following subjects: Board e-mail addresses and public perception.
- Residents Gwen and David Lowrey spoke on the following subjects: petitions, increasing membership fees and keeping the pool open.
- Resident Luke Welch spoke on the following subjects: Hickory Grove hours and offerings, the use of flyers, referendums, membership rates and the policy manual.

Correspondence

- No correspondence presented.

Dialogue

- Commissioner Norcross spoke concerning public participation and Board decisions.

Adjourn to Executive Session:

- Commissioner Ohlinger moved to adjourn to executive session to discuss land acquisition and personnel at 8:21 PM. Commissioner Dickow seconded the motion; the motion carried unanimously.

Reconvene to Regular Session:

- Commissioner Dickow moved to reconvene to regular session at 9:25 PM. Commissioner Hudson seconded the motion; the motion carried unanimously.

Roll Call:


- Commissioner Hudson, Commissioner Norcross, Commissioner Ohlinger, Commissioner Dickow, Commissioner Seebach, Commissioner Brooks and Commissioner Dickow.

Business:

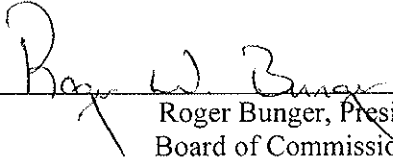
- Commissioner Dickow moved to approve Mic Brooks to head a two person committee to spearhead a search for a new director, with the understanding that he may choose a committee member to serve. Commissioner Hudson seconded the motion; the motion carried unanimously.

Adjourn

- There being no further business to conduct; Commissioner Dickow moved to adjourn the meeting at 9:26 PM. Commissioner Hudson 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

October 17, 2011
Date Approved