

**FLAGG-ROCHELLE COMMUNITY PARK DISTRICT  
REGULAR MONTHLY BOARD MEETING  
November 21, 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 November 21, 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 Brooks moved to approve the agenda of the November 21, 2011 regular monthly meeting. Commissioner Norcross seconded the motion; the motion carried unanimously.

**Adjourn to Public Bond Hearing:**

- Commissioner Ohlinger moved to adjourn to a Public Hearing for the purpose to receive comments on the proposal to sell bonds of the District in the amount of \$1,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the existing land and facilities of the District and for the payment of the expenses thereto at 6:33 PM. Commissioner Hudson seconded the motion; the motion carried unanimously.

**Reconvene to Regular meeting:**

- Commissioner Dickow moved to reconvene to the regular session of November 21, 2011 Board Meeting at 6:37 PM. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

**Adjourn to Truth and Taxation Hearing:**

- Commissioner Dickow moved to adjourn to a Truth and Taxation Hearing for the Purpose of discussing the Fiscal Year 2011-2012 Tax Levy at 6:38 PM. Commissioner Norcross seconded the motion; the motion carried unanimously.

**Reconvene to Regular meeting:**

- Commissioner Ohlinger moved to reconvene to the regular session of November 21, 2011 Board Meeting at 6:47 PM. Commissioner Seebach seconded the motion; the motion carried unanimously.

**Approval of Minutes:**

- **Committee of the Whole Meeting October 5, 2011:**
  - Commissioner Brooks moved to approve the Minutes of the Committee of the Whole Meeting of October 5, 2011, as presented. Commissioner Dickow seconded the motion; the motion carried unanimously.
- **Regular Meeting October 17, 2011:**
  - Commissioner Ohlinger moved to approve the Minutes of the Regular Meeting of October 17, 2011, as presented. Commissioner Brooks seconded the motion; the motion carried unanimously.

**Budget and Finance Committee-Commissioner Ohlinger announced:**

- Manual Checks
  - Commissioner Seebach moved to approve the manual check report, as presented. Commissioner Brooks seconded the motion; the motion carried unanimously
- Financial Report
  - The finance report is in the packet.

**Items from the Public:**

- Resident Frank Frisch spoke on the following subjects: parks, annual financial report, museum funds, budgets and taxes.
- Resident Ann Frisch spoke on the following subjects: bonds and budgets.
- Resident Carolyn Cryer spoke on the following subjects: new director search and salaries.

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

- Highlights include:

- Financial:
  - Current with Audits.
  - Fiscal Year 2011-2012 is now “current year” in the financial software.
  - Working budget finalized.
  - Bike Path Grants:
    - ✦ Illinois Department of Natural Resources (IDNR) – Rochelle Greenways Corridor.
      - ❖ Unable to acquire additional forty feet of land for project.
      - ❖ The project will not come to fruition.
  - Continuing analysis of expenses to support non-Park District sport programs.
- Parks:
  - New swing set installed at Memorial ark.
  - Closed on purchase of property at 115 Avenue C.
  - New trash receptacles being placed.
  - Bike Path erosion approved to be fixed.
  - Veterans looking to put a memorial at the southwest corner site in Atwood Park.
  - A work order system is being put into place for accounting purposes.

**Staff Reports:**

- Recreation-Ryan Coffland announced:
  - Hickory Grove had eight cancelled memberships and forty two new memberships.
    - Increased memberships due to early renewals prior to the November 1 rate increase.
  - Civic Center engineering evaluation due to be completed in December.
  - Program overview:
    - Winter/Spring brochure due out December 20 to the public.
    - New programs include:
      - ✦ Intro to Lacrosse.
      - ✦ Driving Range competitions and lessons.
      - ✦ Self Defense course.
      - ✦ Badminton.
      - ✦ Kick Ball.
      - ✦ Fishing.
      - ✦ Tennis.

**Items from the Public:**

- Resident David Reisch spoke on the following subjects: little league, grounds keeping, water lines, electricity, drinking fountains and score boards.

**Presidents Report-Commissioner Roger Bunger announced:**

- Board Committee announcements:
  - Budget and Finance Committee:
    - Chair-Commissioner Ohlinger
    - Co-chair-Commissioner Brooks
  - Programs and Recreation:
    - Commissioner Dickow
  - Planning:
    - Chair-Commissioner Brooks
  - Public Relations and Ethics:
    - Chair-Norcross
  - Personnel and Administration:
    - Commissioner Seebach

**Committee Reports Needing Action:**

- None at this time.

**Old Business:**

- **Adopt Tax Levy Ordinance for the Fiscal Year Beginning May 1, 2011 and Ending April 30, 2012:**
  - Commissioner Dickow moved to approve the Tax Levy Ordinance for the fiscal year beginning May 1, 2011 and ending April 30, 2012. Commissioner Brooks seconded the motion; the motion carried unanimously.

**New Business:**

- **Approve Invoice for Vermont Systems, Inc. Visit for Software Implementation and Training:**
  - Commissioner Brooks moved to approve the Invoice for Vermont Systems, Inc. visit for software implementation and training, in the amount of \$5,950. Commissioner Dickow seconded the motion; the motion carried unanimously.
- **Approve Application for Final Payment to Stenstrom for Paving Project 2010:**
  - Commissioner Hudson moved to approve the final payment for Stenstrom Excavation and Blacktop Group, in the amount of \$38,273.49, which includes the change order totaling \$5,903.40, for work already completed. Commissioner Ohlinger seconded the motion; the motion carried unanimously.
- **Approve Contract with The Foundation for Focus House:**
  - Commissioner Norcross moved to approve the contract with The Foundation for Focus House, at a rate of \$25 per hour worked. Commissioner Dickow seconded the motion; the motion carried unanimously.

- **Approval Contract with Hub Printing for 2012 Brochure Printing:**
  - Commissioner Dickow moved to approve the contract with Hub Printing, in the amount of \$7,480, for the 2012 brochure printing. Commissioner Brooks seconded the motion; the motion carried unanimously.
- **Approval Contract with Fehr-Graham for Design Permitting and Bidding, Construction Observation and Construction Management for the Memorial Arch Replacement:**
  - Commissioner Brooks moved to approve the contract with Fehr-Graham for Design Permitting and Bidding, Construction Observation and Construction Management for the Memorial Arch Replacement, not to exceed \$14,000. Commissioner Norcross seconded the motion; the motion carried unanimously.
- **Approval Purchase Two Trucks off of the State Bid Program:**
  - Commissioner Brooks moved to approve the purchase of two trucks off of the state bid program, not to exceed \$70,000 plus delivery. Commissioner Hudson seconded the motion; the motion carried unanimously.
- **Approval of the Project for Heating and Air Conditioning at the Park District Office:**
  - Commissioner Dickow moved to approve the project for heating and air conditioning at the Park District office, not to exceed \$16,000. Commissioner Hudson seconded the motion; the motion carried unanimously.
- **Approval of the United Healthcare Bid for Employee Health Insurance:**
  - Commissioner Brooks moved to approve the United Healthcare Bid for Employee Health Insurance, effective January 1, 2012, which reflects a 20.9% decrease in premium rates. Commissioner Dickow seconded the motion; the motion carried unanimously.
- **Approval of the Increase in the Approval Authority of the Executive Director:**
  - Commissioner Norcross moved to approve an increase in the approval authority of the Executive Director, not to exceed \$10,000. Commissioner Ohlinger seconded the motion; the motion carried unanimously.

**Consent Calendar:**

- No items to present at this time.

**Adjourn to Executive Session:**

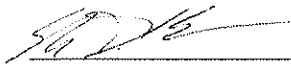
- Commissioner Brooks moved to adjourn to executive session for the purpose of discussing personnel at 8:45 PM. Commissioner Hudson seconded the motion; the motion carried unanimously.

**Reconvene to Regular Session:**

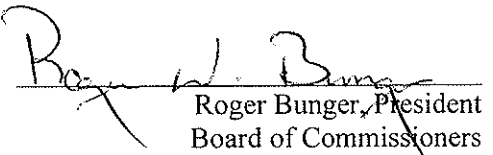
- Commissioner Norcross moved to reconvene to the regular session of the November 21 Board Meeting at 9:24 PM. Commissioner Dickow seconded the motion; the motion carried unanimously.

**Adjourn**

- There being no further business to conduct; Commissioner Ohlinger moved to adjourn the meeting at 9:27 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

December 19, 2011  
Date Approved