

COLOMA TOWNSHIP PARK DISTRICT
MONTHLY BOARD MEETING MINUTES
September 8, 2015

The Regular Monthly Meeting of the Coloma Township Park District Board of Commissioners was called to order on Tuesday, September 8, 2015 at 6pm in the Park District Office located at 508 East 11th Street in Rock Falls, Illinois.

Present: Commissioners Sigel, Bubbers, Stindt, Walker
Absent: Commissioner Nehrkorn
Also Present: Michael P. Sterba, Director of Parks & Recreation

Commissioner Walker motioned to approve the minutes of the Regular Monthly Board Meeting of August 11, 2015 as presented. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Stindt motioned to approve the August bills in the following amounts:

Corporate Fund	\$	59,001.37
Liability Fund		2,898.48
Recreation Fund		7,735.37
Retirement Fund		3,299.94
Bond Construction Fund #33		35,644.30
Museum Fund		1,238.39
Bond and Interest Retirement Fund		500.45
Bowman Park Development Fund		139.26
Police Fund		4,158.00
Total	\$	114,615.76

Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried.

The following is a listing of the Work Fare People from Coloma Township, Whiteside County Probation Office, Project Chance, Department of Human Services, Experience Works and Partnership for Employment that have worked for us the past month. Also included are total days worked in August and in 2015.

	Coloma TWP	Best	Probation Dept.	Whiteside County Housing	Dept. Human Services	Worker's Comp	Partners/ Employment
Days in August	10	0	5	2	0	0	0
Days in 2015	84.5	0	115.81	12	0	7.5	0

Coloma Township: John Barron, Sherri McLaren, Corinna Blagg, David Vargas
Housing: Hein Ayhens and Monique Lehman
Probation: Bruce Sanders and Jameson Stingley

Director Michael P. Sterba reported that he has informed Swedberg Construction of Sycamore, Illinois of the Park Board's decision to penalize Sterling Commercial Roofing for being negligent on completing the roof at Dillon Park. Swedberg Construction understood completely and they will try to recover the money that they've already paid Sterling Commercial Roofing now or in the future. As a side note, Swedberg Construction is doing the new cafeteria area on the west side of Merrill School. Sterba was told by Matt who works for Swedberg Construction that the project is substantial.

Director Michael P. Sterba reported that there is nothing new to report on the Centennial Park street lighting project at this time.

Director Michael P. Sterba reported that he has received the plaque back from Matthews International in regards to the Jacob Cantlin Family Memorial Bench. That plaque will be taken to the Doty Brothers in Sycamore, Illinois to be installed in a new bench. That bench then will be placed in Centennial Park's Commissioner Garden. The family is planning on having a fall

dedication of both their bench, as well as, the new large plaque monument that was constructed last month. They will be doing that sometime around Thanksgiving.

Director Michael P. Sterba reported that there is nothing new since the last Park Board meeting in regards to the Dillon Park ball diamond lights.

Director Michael P. Sterba reported that everything is now complete on the tennis court renovations. The Park District has received the lien waivers, as well as, the certified payroll that is required by the Illinois Department of Labor.

Director Michael P. Sterba reported that John Sigel and he have been working to secure the materials that will be needed to reconstruct the Celletti Monument in the front part of Centennial Park. Tim Lauts of Lauts Masonry Construction has been communicating with Sterba on what they need for materials and we have a rough schedule date to complete the work. Tim tells me the work should take about a good week or so to complete. We plan on having the entire project done by sometime in October.

Director Michael P. Sterba reported that the “Bridge the Community 5K & 10K Run/Walk” will be held on Saturday, September 12th. The run starts on Rock Falls side, goes across to Sterling, comes back along the canal and then comes into Centennial Park right in front of the Schoolhouse and then goes right back out. Only a small portion of Centennial Park will be used.

Director Michael P. Sterba presented copies of a check for \$1,052.95 from the Illinois Department of Revenue. The check represents the park districts personal property tax distribution for the month of August.

Director Michael P. Sterba reported that the park district recently made a \$75.00 donation to the Sterling schools foundation in honor of Frank Duis the former director of the Sterling Park District who recently passed away.

Director Michael P. Sterba presented copies of a check for \$250 from U.S. Bank. The check represents the 2015 Fall Recreation Program Brochure Sponsorship.

Director Michael P. Sterba presented copies of the Fall 2015 Recreation Program Brochure printed out for your review. As you all know, the brochure now appears on the Park District website, as well as, our Facebook page. We are not printing our brochures in the Daily Gazette or through Pinney Printing anymore.

Director Michael P. Sterba presented a thank you card from Marge Sadowski. The thank you card is for the Park District participating in the National Night Out project which was recently held in Centennial Park.

Director Michael P. Sterba presented some documents in regards to the installation of the steel pedestrian walkway that the Park District received from the City of Rock Falls several years ago. The bridge is scheduled to be installed at the South End of Centennial Park across the narrow part of the lagoon sometime this fall. The bridge will tie the main 50 acres of Centennial Park with the new 4 acres that we acquired from Sam Akiti. The bridge will be a very welcome addition to the park. Sterba has met with Dick Bauman from Wendler Engineering to discuss the most economical way to install the bridge. We have some ideas which Sterba will be presenting tonight. Also Sterba has met with Cecil Young of Elevator Construction of Rock Falls for the use of his cranes to install the bridge. Sterba believes we have been able to secure a reasonable price to have the bridge installed sometime later this year. Basically, Sterba needs permission from the Park Board to continue to put the plans together for the installation of the bridge to be installed sometime late this fall. After a short discussion among the park board members Commissioner Bubbles motioned to continue the process to have the new steel foot bridge installed at the south end of Centennial Park sometime late this fall. Work will need to be done on the bridge itself to meet all ADA requirements prior to the final opening of the bridge. Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Walker motioned to approve resolution #9-8-15-A which allows for the close out of Bond Retirement #32 with a balance of \$500.45. The balance of \$500.45 will be transferred to the general corporate fund and the Bond Retirement account #32 will cease to exist forever. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented his proposed 2016 employee transition plan. As you all know several of our full time employees will be retiring over the next couple years and Sterba thought it would be a good idea to come up with some ideas of transitioning the Park District from one employee to another. This plan is strictly a jumping off point so that we can all start to focus on making sure that positions are filled with qualified personnel.

Director Michael P. Sterba has reported that he has been approached by a representative of the Daily Gazette concerning the Park District's advertising budget and how we might help promote the Park District in the future. Sterba would like some guidelines from the Park Board on how you feel about spending some of our revenues on promoting the Park District in the future.

Director Michael P. Sterba presented a letter from the Whiteside County Collector describing a deposit of \$28,449.20 into the Park District General Corporate Fund. These funds represent the Park Districts 3rd Tax Distribution for 2015. The letter also states what portion of the tax distribution each fund will receive. The Park District bookkeeper will spread those funds over the appropriate accounts.

Director Michael P. Sterba reported that the Park Board needs to approve to start the process of issuing our annual \$260,000 of Non Referendum Bonds on December 1, 2015. Tentative schedule includes:

- October Board Meeting – holding the Public Hearing
- November Meeting – Accepting Bids
- December 1st – Issuing the Bonds

After a short discussion Commissioner Bubbers motion to approve to start the process of issuing \$260,000 on non-referendum bonds on December 1, 2015. Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented monthly Director's report to the board.

IPRA also sent us their monthly Board Meeting Minutes for our review.

The Park District has received the weekly newsletter from the Rock Falls Chamber of Commerce for our review.

Commissioner Walker motioned to adjourn the Park Board Meeting. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Next meeting is scheduled for Tuesday, October 13, 2015 at 6:00 PM at the Park District Office located at 508 E. 11th Street Rock Falls, Illinois 61071.

Adjournment at 7:30 PM

Minutes Submitted by
Michael P. Sterba
Director of Parks & Recreation

Date
Donald E. Stindt, Secretary
Coloma Township Park District
Board of Commissioners