

COLOMA TOWNSHIP PARK DISTRICT  
MONTHLY BOARD MEETING MINUTES  
November 14, 2017

The regular monthly board meeting was held on November 14, 2017. The regular monthly board meeting was called to order at 6pm in the Park District Office located at 508 East 11<sup>th</sup> Street in Rock Falls, Illinois.

Present: Commissioners, Bubbers, Stindt, Sigel, Logan, Walker

Absent: None

Also Present: Michael P. Sterba, Director of Parks & Recreation

Commissioner Bubbers motioned to approve the minutes of the regular monthly board meeting of October 17, 2017 as presented. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Stindt motioned to approve the October Bills in the following amounts:

Corporate Fund	\$	18,058.33
Liability Fund		2,294.97
Recreation Fund		9,433.68
Retirement Fund		5,121.02
Bond Construction #35 Fund		32,549.64
Museum Fund		352.77
Bond Interest Retirement Fund		272,781.00
Working Cash Fund		0.00
Bowman Park Development Fund		326,140
Police Fund		540.40
Logan Park Fund		<u>38.17</u>
Total	\$	<u>667,309.98</u>

Commissioner Bubbers 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 has worked for us the past month. Also included are total days worked in October and in 2017.

	Coloma TWP	Best	Probation Dept.	Whiteside County Housing	Dept. Human Services	Housing Authority	Partners/ Employment
Days in October	4	0	1	4.0	0	0	0
Days in 2017	27	0	25	18.5	0	3	0

Coloma Township: Richard Holcomb

Probation: None

Director Michael P. Sterba reported that as you all know, the ball diamond lights are totally installed at Wallingford and Dillon Park. Musco Lighting and Complete Electric Company of Rock Falls did a great job installing them. Musco was able to finish the entire project at both Wallingford and Dillon Park in four days. Brad took a little bit longer, but he had to do all the underground work. This was an amazing project to watch. We have received the bills for both Wallingford and Dillon Park, with a 10% retainage bill in which you will see on the bill list tonight. I have been in contact with Teresa Sizemore, the field rep for Musco Lighting. Musco still needs to come out and do a light meter reading at both Wallingford and Dillon Park to make sure that the Parks are lit according to the specifications that they quoted. If any adjustments need to be made to the lights they will take care of them either this year or in the spring. Overall, the project went very well, and we should be very proud of ourselves for the fact that we were able to light both ball diamonds without the use of any local tax dollars.

Regarding the bank loan for the balance of the Dillon Park ball diamond lights, both Commissioners, Sigel and Stindt, signed the appropriate documents at Sauk Valley Bank. The loan is for \$160,000 for a maximum of 5 years. I believe the bank loan will be paid off well in advance, but we will not put any strain on the Park District budget. We can always use some of our bond money in the future if any of our pledges fall apart.

Director Michael P. Sterba reported that we have finally come to an agreement with Mrs. Celletti on what her bronze plaque will entail. She has decided with her family on what the wording on the plaque will be. We should receive that plaque in the next couple of weeks. When we receive the plaque, Sterba will take it to Doty brothers in Sycamore to have the bench made. We still plan to have the bench installed this fall, and having the dedication prior to the end of the year.

Director Michael P. Sterba reported that there is nothing new to report since the last Park Board meeting regarding the Jerry Celletti Memorial Monument at the north end of Centennial Park. The dedication of the monument will still take place sometime this fall.

Director Michael P. Sterba reported that there was nothing new to report since the last Park Board meeting regarding the pedestrian bridge at the south end of Centennial Park.

Director Michael P. Sterba reported that Nim Scanlan from the Rock Falls Little League has been consistently working on installing the new roofs at Wallingford Park. Nim is currently finishing up the third base dugout on the B diamond, and he now plans on moving to the first base dugout on the B diamond. Nim is dead set on making sure the entire project is done sometime this fall.

Director Michael P. Sterba reported that as you all know, the ADA updates at Sieglinger Park are now completed. We have paid Murray and Sons Construction 95% of the project amount, with a 5% retainer for the Park District. The 5% will be paid to Murray and Sons Construction in the spring upon the completion of all back fill, seeding, and fertilizing along the newly poured concrete. They thought this may be completed this fall, but we had a meeting scheduled with Dave Weber of Wendler Engineering and Lee Murray a few weeks ago, and Mr. Murray was a no show. Sterba is unaware of the reason why he did not show, but we have not been in contact with him since. Thus, we figured that he is planning on completing the project in the spring to make sure he only has to make one more trip to finish his work. Sterba will keep the park board informed of any new developments regarding the updates to Sieglinger Park.

Director Michael P. Sterba reported that we are still waiting for the final green light from Commonwealth Edison that they have completed the installation of the new power lines along the east boarder of Logan Park. As soon as their project is complete, River City Fence of Clinton Iowa, will come in and complete the new backstop that was removed earlier to meet federal guidelines. I suspect this will be done prior to the end of the year.

Director Michael P. Sterba presented a letter from police chief Tammy Nelson, stating the status of Mr. Denis Meiners regarding his squatting rights at various parks in Rock Falls.

Director Michael P. Sterba reported that the interest rate bids are due for the sale of the Park District's \$270,000 worth of non-referendum bonds to be issued on December 1, 2017, with a one-year retirement schedule.

Bidder	Interest Rate
Community State Bank Rock Falls, Illinois	1.54%
Sauk Valley Bank Rock Falls, Illinois	1.63%
U.S. Bank Rock Falls, Illinois	1.95%

Commissioner Walker motioned to approve the low bid from Community State Bank of Rock Falls, Illinois for 1.54% for the sale of \$270,000 worth of non-referendum bonds with a one-year retirement schedule, to be issued on December 1, 2017. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba reported that AN ORDINANCE providing for the issue of \$270,000 General Obligation Park Bonds, Series 2017, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. Sterba stated, the Park Board approved the low interest rate for \$270,000 worth of non-referendum bonds, and the board will now need to insert it into the new park ordinance, and approve the ordinance. The ordinance will then be filed with the Whiteside County Clerk prior to December 1<sup>st</sup>. On December 1<sup>st</sup>, Sterba will be presenting the actual bond to the financial institution with the best interest rate and they will be presenting us with a check for \$270,000. This all usually takes place during the afternoon on December 1<sup>st</sup>. That morning, we usually pay last year's bond issue off, so the Park District is debt free for several hours each year. Commissioner Stindt motioned to approve Bond Ordinance #11-14-2017-A for the sale of \$270,000 of non-referendum bonds to Community State Bank of Rock Falls, Illinois at an interest rate of 1.54% with a one year retirement schedule to be issued on December 1, 2017. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba reported that there was nothing new to report since the last Park Board meeting regarding developing a master plan for the Akiti property on the southwest corner of Centennial Park.

Director Michael P. Sterba reported that the IAPD/IPRA state conference will be held Thursday through Saturday, January 18<sup>th</sup> through the 20<sup>th</sup> at the Chicago Hilton. Anyone interested in attending should please let Sterba know so that he can make the appropriate reservations.

Director Michael P. Sterba presented copies of a newspaper article that appeared in the Daily Gazette. The IDNR trout season opened on Saturday, October 21, 2017 at 5:00 am in Centennial Park.

Director Michael P. Sterba reported that the Park District has not received a Personal Property Replacement Tax Distribution from the Illinois Department of Revenue for the month of October.

Director Michael P. Sterba presented copies of a certified letter from Greg Schott stating that he will be retiring on the last day of November of 2017. Greg has been the Park District attorney for many years, taking over for Tom Kavadas upon his passing. Greg Schott's law office has been great to the Park District, charging us only when they did any legal work for the Park District. We never received a retainer invoice for them being our official representative over the 43 years Sterba has been here. Sterba spoke with Greg about his retirement, and he hopes to give me a couple possible names that might be able become our new attorneys, representing the Park District soon. Greg believes we will probably be required to pay some annual retainer fee because that is customary in the legal field. Sterba will keep the Park Board informed on securing a new attorney for the Park District.

Director Michael P. Sterba presented copies of a thank you letter from the Rock Falls Rotary Club. The letter is regarding their worldwide fundraising campaign to end Polio. They are extremely close to achieving their goal, and they appreciate the Park District's cooperation for allowing them to have a Polio Walk in Centennial Park.

Director Michael P. Sterba presented copies of the Optimist Club 2018 calendar for your enjoyment.

Director Michael P. Sterba presented copies of a flyer stating the particulars regarding the new Rock Falls Recycling Center, located on the south end of Rock Falls.

Director Michael P. Sterba presented copies of a letter from the Illinois Department of Revenue. The letter states that we were over paid for our personal property tax in the past. The state will not be seeking reimbursement for those funds, as stated in the letter.

Director Michael P. Sterba reported that the Rock Falls Hometown Holidays will again take place on Thursday through Saturday, November 16<sup>th</sup> through the 18<sup>th</sup> in downtown Rock Falls. The Park District is now in the process of decorating Bowman Park as we always do for the community to enjoy.

Director Michael P. Sterba presented copies of the fifth tax distribution from the Whiteside County Collector. The county has deposited our fifth tax distribution of \$15,522.95 into the Park District General Fund. The Park District bookkeeper then distributes those funds into the Park District's 12 funds respectively.

Director Michael P. Sterba presented copies of a check for \$10,000 from the Dillon Foundation. The check represents the Dillon Foundation's annual donation to Bowman Park.

Director Michael P. Sterba presented copies of an article from the Big pHish regarding cyber hacking. As it pertains to the possibility of all of us requiring cyber insurance in the future. Sterba talked to Jim Wickert, the Park District insurance agent, and he assured me that we are covered for cyber-attacks based on the things that we do now. However, if we are to take credit cards in the future, we may want to consider cyber insurance. If any of the information we take in from customers were hacked, we could be liable for any losses.

Director Michael P. Sterba presented the 2017/2018 proposed tax levy ordinance for the Park Board's review. The proposed ordinance will be held over for 30 days for public inspection, and final action will be taken at the December Park Board meeting. Prior to any final action taken on the ordinance, a public hearing will also be held at the December meeting. After a short discussion, Commissioner Bubbers motioned to approve the proposed tax levy ordinance for 2017/2018, and to hold it over for 30 days for public inspection. Final action will be taken at the December Park Board meeting after the hearing is held. Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented copies of a quote recently received from Peabudys/New Holland of Sterling, Illinois. The quote pertains to the Park District receiving a new skid loader with a trade in of our old one. Details of the program will be discussed at the Park Board meeting. After a lengthy discussion, Commissioner Bubbers motioned to purchase a new 2017 skid loader from Peabudys/New Holland of Sterling, Illinois for a net cost of \$20,500. This price includes a trade in of the Park Districts 2010 New Holland skid loader. Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba reported that we received a thank you letter from retired employee, Mark Martin. Mark thanked the Park Board for their generous retirement gift, and he wishes the Park District well in the future.

Director Michael P. Sterba reported that the annual review board for the TIF District in Downtown Rock Falls will be held on Monday, November 20, 2017 at the Rock Falls City Council Chambers.

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

IPRA also submitted their monthly Meeting Minutes for our review.

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

Commissioner Walker motioned to adjourn the Park Board meeting.

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

Next meeting is scheduled for Tuesday, December 12, 2017 at 6:00 pm at the Park District Office located at 508 East 11<sup>th</sup> Street in Rock Falls, Illinois 61071.

Adjourned at 8:00 PM

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Minutes Submitted by

Michael P. Sterba

Director of Parks & Recreation

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Date

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Donald E. Stindt, Secretary

Coloma Township Park District

Board of Commissioners

