

COLOMA TOWNSHIP PARK DISTRICT
MONTHLY BOARD MEETING MINUTES
November 11, 2014

The Regular Monthly Meeting of the Coloma Township Park District Board of Commissioners was called to order on Tuesday, November 11, 2014 at 6:00 p.m. in the Park District Office located at 508 East 11th Street in Rock Falls, Illinois.

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

Commissioner Bubbers motioned to approve the minutes of the Regular Monthly Board Meeting of October 14, 2014 as presented. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried.

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

Corporate Fund	\$	22,379.92
Liability Fund		3,034.38
Recreation Fund		5,612.54
Retirement Fund		5,640.53
Bond Construction # 32 Fund		30,436.90
Museum Fund		440.08
Bond & Interest Retirement Fund		261,300.00
Bowman Park Development Fund		141.13
Police Fund		1,578.54
Total	\$	330,564.02

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 October and in 2014.

	Coloma TWP	Best	Probation Dept.	Whiteside County Housing	Dept. Human Services	Experience Works	Partners/ Employment
Days in October	4.5	0	0	1	0	0.00	0
Days in 2014	147	135	48	13	10.75	0.00	9.75

Coloma Township: Corinna Bell, Richard Holcomb, Dan Knorr
Housing: Monique Lehman

Director Michael P. Sterba reported that the next meeting of the Rock Falls Recreation Trail Committee – Proposed Walking/Bike Path/Hennepin Canal Committee will take place on Thursday, November 13th at the Rock Falls City Hall. Sterba will attend the meeting to keep track of the progress being made.

Director Michael P. Sterba reported that the restroom facility and ADA upgrades at Dillon Park are moving along a little slower than we would like. At this time the roof is still not on at the building. We are hoping to be able to get heat in the building enough to warm up the inside so they can paint it so the plumbers and electricians can finish up their work. I will give a complete report on the facility at the Board Meeting.

I have also had a discussion with Dick Baumann from Wendler Engineering of Dixon and I will report to you on our conversation at the Board Meeting.

Director Michael P. Sterba reported that there was nothing new to report since the last Park Board meeting in regards to the Centennial Park Street Lighting project.

Director Michael P. Sterba recently had the privilege to meet with Bill Block the director of the Illinois Elks Club out of Chatham, Illinois. Bill was up here for a meeting in Dixon and Don Koehler asked me if I would like to meet him and we all went out for dinner. Sterba tried to lay some of the ground work for maybe possible future donations in regards to ADA accessibility for other playgrounds within the Park District. Sterba also stated that the Park District has ordered the new ADA wheelchair handicap swing and when it arrives we will make the decision whether we want to install it still this fall or have it ready first thing in the spring.

Director Michael P. Sterba reported that we were finally able to get Nicor gas out to the house to terminate the gas line on the Sam Akiti property. The city of Rock Falls has been very good about disconnecting the other sewer, water, and electrical concerns involving the property. By the Park Board meeting the building will be torn down and hauled away and hopefully the only remains will be a dark spot on the ground. Clean up of the property will continue throughout the fall as we have some free help coming from the county or wherever.

In regards to the property itself we still have an issue with one of the property owners at the South end of the site. Sterba has been in contact with the Park District attorney Gregg Schott and he has sent the letter and the copy of the survey to the landowners so that they know we are legitimate in asking for our property back. Sterba has also received a response from the gentleman who owns the property on the East side of the main drive that has a wire fence located a few feet onto Park District property. He said that he would move the fence if it was necessary but that he needed more time. Sterba told him that would not be a problem and that he would bring it back to the Board and we would give him plenty of time to move it, even if it took as long as next summer. He did however make the Park District a possible proposal. He offered a small triangle piece of property that he has at the South end of our property and West of his fence as a tradeoff for maybe being able to leave his fence where it's located. He would like to give us that piece of triangle property for the couple of feet of property that his fence overlaps. This could be a big advantage for the Park District because all of the trees in a row on the property would then become his property including any future problems that would occur. As of now we have not heard from the gentleman who owns the property to the West as far as his encroachment onto Park District property. Greg Schott stated that we should not be in too big a hurry in that we want to give Mr. Rivera a chance to think about the possible ramifications of him not moving his fence, swimming pool, and small utility shed. Sterba will keep the Park Board informed of any new developments in regards to the problems with the Sam Akiti property.

Director Michael P. Sterba reported that there was nothing new on the installation of the new bench and plaque for John Dorenbos' wife.

Director Michael P. Sterba reported that the next Park District election will occur on Tuesday April 7, 2015. Commissioner Bubbers and Stindt are up for six year full terms and Commissioner Nehrkorn is up for a two year unexpired term of Leo Nardini. Sterba has prepared the election packets for all three of the commissioners. Filing dates for the petitions does not occur until December so there is plenty of time for each commissioner to acquire the signatures that they need.

Director Michael P. Sterba reported that IPARKS has retained an attorney by the name of Mr. Robert Muhr to represent them in the recent vandalism case that the Park District has experience at both Centennial and Sieglinger Parks. IPARKS hopes to recover some of their lost insurance payouts.

Director Michael P. Sterba reported that a memorial to Jerry Bellini who passed away a few years ago will be installed at Wallingford Park outside the Major Diamond in the spring of 2015.

Director Michael P. Sterba presented copies of a check for \$10,000 for Bowman Park. The check represents the Dillon Foundations Annual Donation to Bowman Park. Mr. Bowman was Mr. Pete Dillon's mentor at the steel mill.

Director Michael P. Sterba reported that tonight the bids are due for the annual sale of the Park District's \$260,000 general obligation park bonds to be issued on December 1, 2014. The retirement schedule for the bonds is one year. The following are the results of that bid process.

Vendor	Bid
Sauk Valley Bank Sterling, IL	.58%
Community State Bank Rock Falls, IL	.85%
US Bank Sterling, IL	.67%

Commissioner Bubbers motioned to accept the low bid of Sauk Valley Bank to purchase the Park District \$260,000 General Obligation Bond Issue to be issued on December 1, 2014 as presented. Commissioner Stindt seconded the motion. Roll call vote. All ayes. Motion carried.

Commissioner Walker motioned to approve Bond Ordinance number 11-12-14-A which allows for the sale of \$260,000 worth of non-referendum bonds to be issued on December 1, 2014 with a retirement date of one year. The bond issue is to be filed with the Whiteside County Clerk prior to December 1, 2014 as required by law. Commissioner Stindt seconded the motion. Roll call vote. All ayes. Motion carried.

Director Michael P. Sterba reported that the annual 2015 IAPD/IPRA state conference will be held Thursday through Saturday January 22nd-24th at the Hyatt Regency Chicago. Those interested in attending should please let me know so that Sterba can make the appropriate reservations.

Director Michael P. Sterba reported that the IDNR bi-annual trout season opener occurred on Saturday, October 18th in Centennial Park. Approximately ten days before the season opened the state came in and dumped another 2,000 pounds of fish in Centennial Park for the sportsman's enjoyment. The opening day was again a big success beginning at 5am of which we took a number of pictures of the fishermen. Three of those photographs recently appeared in the Daily Gazette which is always a positive for the Park District.

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

Director Michael P. Sterba presented copies of a letter from Berkley Insurance Company. Berkley represents the Park District's workman's comp for the last fiscal year. After our annual audit was complete the Park District will be receiving a refund of \$3,103.

Director Michael P. Sterba reported that Rock Falls Hometown Holidays will take place on Thursday-Sunday November 20th-23rd. Bowman Park will be decorated for the season for the entire community to enjoy.

Director Michael P. Sterba presented the first draft of the Jacob Cantlin Memorial for the Park Board's review. The Park Board had some minor revisions and we will be sending it in for our first proof of the actual plaque. Installation of the plaque is scheduled to be in the Spring of 2015 prior to the Park District's 90th anniversary which will take place on April 16, 2015.

Director Michael P. Sterba presented copies of a letter from Ward, Ward, Pace, and Johnson who are the attorneys that represent the City of Rock Falls in the local TIF District Reports. They will be having their annual meeting on Wednesday, November 12th at Rock Falls City Hall. Sterba plans on attending to give any input that the Park District may have in regards to the TIF District's.

Director Michael P. Sterba presented copies of a letter from the Whiteside County Collector. The letter states that the County direct deposited \$11,002.73 into the Park District General Corporate Fund. The dollars then will be separated out over the Park District's twelve accounts by the Park District's bookkeeper. This is the 5th Tax Distribution for tax year 2014.

Director Michael P. Sterba presented copies of a brochure outlining the results of a recent IAPD statewide research survey for the Park Board's review.

Director Michael P. Sterba reported that the Coloma Township Park District will be 90 years old on April 16, 2015. Sterba plans on having some special celebrations for the community next year and will be working on some of those ideas over the winter. If anyone has any special ideas that they would like to present please feel welcome to let Sterba know your ideas at any time.

Director Michael P. Sterba reported that as the Park District enters more into the digital age we are planning on making a major change in how we promote the Park District recreation programs. We plan on not printing our recreation brochures in the future but instead listing them only on our website and other medias for the foreseeable future. Many other Park Districts have done this and it seems to be slowly catching on. We plan on putting our brochure on the Park District's website and Facebook. Sterba has also been in contact with Dan Arickx from Elementary School District 13 and the Rock Falls Chamber and they will put links on their websites as well. One of the main focuses of doing this is of course cost cutting measures. The Park District currently pays about \$4,500 a year to have our brochure printed by Pinney Printing and then the Park District staff distributes those to all the kids through the local schools. We also purchase a full page ad in the Gazette which we plan on cutting down significantly. This also costs the Park District \$4,500 a year. We plan on trying to make people as aware as possible that everything they need they can get electronically off our website. The brochure will be available to be printed off of our website so that people can still have a copy in hand. For those that still would like to have a printed brochure we will have a very limited number on the counter at the Park District Office. We think this is a very positive way to go with the print media being so expensive and we hope to cut our costs. Again Sterba is open to any suggestions anyone may have on how we can get our name out there and still promote our programs. Also by going to the digital media we will be able to expand our brochure considerably with no additional costs. Currently we run about eight pages in our brochure which costs \$1,500 to be printed. If we use the digital media we can maybe expand to twelve or sixteen pages to make the font bigger and put pictures in etc. without adding any additional cost to the brochure. Thus it could very well be a big win for the Park District in the sense that we could have a better brochure at less cost. Also a time frame enters in when we will not have to get the brochures to the printer a week or so ahead of time. These things can be accomplished instantaneously by changing any corrections, typos, dates, or locations on our website and on Facebook or wherever without having to catch corrections prior to printing. Again we are open to any suggestions that any of the Board Members may have to help us promote the Park District.

After a short discussion among the Park Board members Commissioner Walker motioned to approve that the Park District enter the current digital age for 2015 by not printing the Park District brochures as been customary in the past. The Park District will now try to do as much as they possibly can digitally on both the Park District website and Facebook and any other social medias. Commissioner Bubbers seconded the motion. Roll call vote. All ayes. Motion carried.

Director Michael P. Sterba presented the 2014/2015 Proposed Tax Levy Ordinance for the Park Board's review. The ordinance will be held over for 30 days for public inspection and final action on the Tax Levy document will take place at the December 9, 2014 Park Board Meeting at the conclusion of the public hearing. Commissioner Walker motioned to approve the 2014/2015 Tax Levy Ordinance and to hold it over for 30 days for public inspection. Final action on the Tax Levy will take place at the conclusion of a public hearing at the December 9, 2014 Park Board Meeting. Commissioner Stindt seconded the motion. Roll call vote. All ayes. Motion carried.

Director Michael P. Sterba presented copies of a check for \$1,559.17. The check represents the 3rd quarter distribution for the Rock Falls Civic Fund. The Rock Falls Civic Fund is a sub agency of the Whiteside County United Way.

Director Michael P. Sterba presented copies of a letter from IMRF outlining the Park District's Contribution Rate for 2015. Our rate has gone down from 7.53% in 2014 to 5.31% in 2015.

Director Michael P. Sterba reported that the Jaycee's will have their annual polar plunge at Centennial Park at 3pm on Saturday, November 22nd. The polar plunge will take place after the annual Hometown Holidays parade.

After a short discussion among the Park Board members Commissioner Bubbers motioned to close the Park District office at 5pm. Staff will be able to finish the projects they are working on if need be, but the office would be closed to the general public at that time. Commissioner Stindt seconded the motion. Roll call vote. All ayes. Motion carried.

Director Michael P. Sterba presented his 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. Roll call vote, all ayes, motion carried.

Next meeting is scheduled for Tuesday, December 9, 2014 at 6:00 PM at the Park District Office located at 508 E. 11th Street Rock Falls, Illinois 61071.

Adjournment at 8:30 PM

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

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