

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting at 7:00 P.M. on Monday, January 17, 2011 at the Frasor Center, 1913 Third Avenue, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER:**

### **ROLL CALL:**

### **SCHEDULED VISITORS:**

- none

### **APPROVAL OF MINUTES:**

- December 20, 2010 Regular Meeting  
- December 20, 2010 Executive Meeting

### **TREASURER'S REPORT:**

- December 2010

### **COMMUNICATION TO BOARD:**

- none

### **OLD BUSINESS:**

- none

### **PRESIDENT'S REPORT:**

- none

### **EXECUTIVE DIRECTOR'S REPORT:**

- none

### **DEPARTMENT HEAD REPORTS:**

#### **DIRECTOR OF PARKS & PLANNING:**

- Project Report

#### **DIRECTOR OF RECREATION REPORT:**

- Program Report

#### **EMERALD HILL REPORT:**

- Facility Report

### **NEW BUSINESS:**

-Golf Cart Lease

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

- Per Section 2(c)(1) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District.

### **ADJOURNMENT.**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
January 17, 2011**

**CALL TO ORDER:** President Potter called the regularly scheduled monthly meeting of the Board of Commissioners to order at 7:00 p.m. on January 17, 2011 at the Frasor Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter Reyes Stutzke Schuldt Jacobs Zepezauer
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	
	<b>DIRECTOR OF RECREATION PRESENT:</b>	

**SCHEDULED VISITORS:** None

**APPROVAL OF MINUTES:** On a motion by Reyes and a second by Campbell, it was moved to approve the minutes of the regular meeting of December 20, 2010. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, and Reyes. Abstain: Stutzke. Motion carried.

On a motion by Stutzke and a second by Hippen, it was moved to approve the minutes of the executive meeting of December 20, 2010. Upon roll call vote, the following voted aye: Campbell, Hippen Potter, and Reyes. Abstain: Stutzke. Motion carried.

**TREASURER'S REPORT:** On a motion by Reyes and a second by Campbell it was move to approve the December 2010 Treasurer's Report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** None.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs discussed various projects and activities within his department.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the board on several programs and activities within the recreation department. In addition, various maintenance and equipment questions were discussed in regards to the fitness areas at Westwood and Duis Center.

**EMERALD HILL REPORT –**

Golf Course Superintendent, Aaron Heaton updated the Board on the operation of the Emerald Hill Golf & Learning Center.

**NEW BUSINESS:**

After several minutes of discussion on a motion by Hippen and a second by Stutzke it was moved to approve the three year lease from Harris Golf Car Supply at a cost of \$36,520 per year for forty-five (45) 2011 Yamaha golf cars. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

**EXECUTIVE SESSION:**

On a motion by Potter and a second by Stutzke it was moved to adjourn into executive session per Section 2(c)(1) of the Illinois Open Meetings Act, to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes, and Stutzke. Motion carried.

The Board adjourned to executive session at 7:45 p.m.

At 9:10 p.m., on a motion by Stutzke and a second by Hippen, the Board reconvened in open session. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter and Stutzke. Absent: Reyes. Motion carried.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Campbell it was moved to adjourn the regular meeting at 9:11 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, and Stutzke. Absent: Reyes. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting at 7:00 P.M. on Monday, February 21, 2011 at the Frasier Center, 1913 Third Avenue, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER:**

### **ROLL CALL:**

### **SCHEDULED VISITORS:**

- none

### **APPROVAL OF MINUTES:**

- January 17, 2011 Regular Meeting  
- January 17, 2011 Executive Meeting

### **TREASURER'S REPORT:**

- January 2011

### **COMMUNICATION TO BOARD:**

- none

### **OLD BUSINESS:**

- none

### **PRESIDENT'S REPORT:**

- none

### **EXECUTIVE DIRECTOR'S REPORT:**

- none

### **DEPARTMENT HEAD REPORTS:**

#### **DIRECTOR OF PARKS & PLANNING:**

- Project Report

#### **DIRECTOR OF RECREATION REPORT:**

- Program Report

#### **EMERALD HILL REPORT:**

- Facility Report

### **NEW BUSINESS:**

-Ordinance 2011-1 (Tax Abatement)  
-Ordinance 2011-2 (Tax Abatement)  
-Ordinance 2011-3 (Tax Abatement)  
-Ordinance 93-2 Amendment (ADA Changes)  
-Ordinance 93-3 Amendment (Illinois Identity Protection Act)

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

- none

### **ADJOURNMENT.**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
February 21, 2011**

**CALL TO ORDER:** Vice-President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 7:00 p.m. on February 21, 2011 at the Frasor Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	Potter
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	Jacobs
	<b>DIRECTOR OF RECREATION PRESENT:</b>	Zepezauer

**SCHEDULED VISITORS:** None

**APPROVAL OF MINUTES:** On a motion by Hippen and a second by Campbell, it was moved to approve the minutes of the regular meeting of January 17, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

On a motion by Stutzke and a second by Hippen, it was moved to approve the minutes of the executive meeting of January 17, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

**TREASURER'S REPORT:** On a motion by Campbell and a second by Hippen it was move to approve the January Treasurer's Report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** Vice President Reyes requested that staff investigate the feasibility of moving the Park Board meetings to the multi-purpose room at Duis Center.

**EXECUTIVE DIRECTOR'S REPORT:** None.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs discussed the staffing, equipment and procedures used during the snow plowing/removal season.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer gave a report on the District's Saltos Gymnastics team and the positive impact of moving the program from Westwood to Duis Center.

**EMERALD HILL REPORT –**

Golf Operations Manager CJ Wade discussed his PGA certification level, what that means to the District and detailed the remaining process to become a full fledged certified teaching pro.

**NEW BUSINESS:**

After several minutes of discussion on a motion by Stutzke and a second by Campbell, it was move to approve Ordinances 2011-1, 2011-2, and 2011-3 as presented which abates the property tax associated with all of the District's three Alternate Bonds. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

On a motion by Campbell and a second by Hippen, it was moved to approve the revisions as presented to Ordinance 93-2 which will assist the District in meeting various ADA requirements. Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

On a motion by Hippen and a second by Campbell, it was moved to approve the revisions as presented to Ordinance 93-3 which complies with the Illinois Identity Protection Act. Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Campbell, it was moved to adjourn the regular meeting at 8:25 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes, and Stutzke. Absent: Potter. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting at 7:00 P.M. on Monday, March 21, 2011 at the Frasor Center, 1913 Third Avenue, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** - None

**APPROVAL OF MINUTES:** - February 21, 2011 Regular Meeting

**TREASURER'S REPORT:** - February, 2011

**COMMUNICATION TO BOARD:** - None

**OLD BUSINESS:** - None

**PRESIDENT'S REPORT:** - None

**EXECUTIVE DIRECTOR'S REPORT:** - None

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** - Project Report

**DIRECTOR OF RECREATION REPORT:** - Program Report

**EMERALD HILL REPORT:** - Facility Report

**NEW BUSINESS:** -None

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** - Per Section 2(c)(1) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
March 21, 2011**

**CALL TO ORDER:** Vice-President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 7:00 p.m. on March 21, 2011 at the Frasor Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	Potter Hippen
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	Jacobs
	<b>DIRECTOR OF RECREATION PRESENT:</b>	Zepezauer

**SCHEDULED VISITORS:** None

**APPROVAL OF MINUTES:** On a motion by Stutzke and a second by Campbell, it was moved to approve the minutes of the regular meeting of February 21, 2011. Upon roll call vote, the following voted aye: Campbell, Reyes and Stutzke. Absent: Potter and Hippen. Motion carried.

**TREASURER'S REPORT:** On a motion by Campbell and a second by Stutzke it was move to approve the February Treasurer's Report. Upon a roll call vote, the following voted aye: Campbell, Reyes and Stutzke. Absent: Potter and Hippen. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** Vice President Reyes directed Schuldt to email the meeting questionnaire to the Board and requested the Board to get their responses back to Schuldt by April 8, 2011.

**EXECUTIVE DIRECTOR'S REPORT:** None.



**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs discussed various projects and activities within his department.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the Board on several programs and activities within the recreation department.

**EMERALD HILL REPORT –**

Golf Course Superintendent Aaron Heaton updated the Board on the operation of the Emerald Hill Golf Course.

**NEW BUSINESS:**

None.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Campbell, it was moved to adjourn the regular meeting at 7:30 P.M. Upon a roll call vote, the following voted aye: Campbell, Reyes, and Stutzke. Absent: Potter and Hippen. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will hold their Annual Meeting on Monday, April 18, 2011 commencing at 7:00 P.M. This meeting will be held at the Frasier Center, 1913 Third Avenue, Sterling, Illinois.

## **AGENDA**

Call to Order

Roll Call

Disbandment of Present Officers

Oath of Office

Election of Chairperson Pro Tem

Election of President

Election of Vice President

Appointment of Secretary

Appointment of Treasurer

Approval of FY 2012 Meeting Dates/Time/Location

Appointment to Sterling Park District Museum  
Association Board for FY 2012

Adjournment

**STERLING PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
ANNUAL MEETING  
April 18, 2011**

**CALL TO ORDER:**

**COMMISSIONERS PRESENT:**

Campbell  
Hippen  
Reyes  
Stutzke  
Potter  
Schuldt

**COMMISSIONERS ABSENT:**

**EXECUTIVE DIRECTOR PRESENT:**

**DISBANDMENT OF OFFICERS:**

On a motion by Stutzke and a second by Campbell it was moved to disband the present officers of the Board of Commissioners. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

**ELECTION OF CHAIRPERSON  
PRO TEM:**

On a motion by Reyes and a second by Stutzke, it was moved to elect Hippen Chairperson Pro Tem. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

**ELECTION/APPOINTMENT OF  
OFFICERS, MEETING DATES  
APPROVAL, MUSEUM  
BOARD APPOINTMENT:**

On a motion by Campbell and a second by Stutzke, Thomas Potter was nominated to be President of the Board of Commissioners, Marvin Reyes was nominated to be Vice President of the Board of Commissioners, Executive Director Larry Schuldt was nominated to be Secretary of the Board of Commissioners, and David Stutzke was nominated to be Treasurer of the Board of Commissioners. Upon roll call vote, the following voted aye to approve the slate of nominations: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

On a motion by Hippen and a second by Campbell it was moved to approve the regular meeting dates for the Sterling Park District for the 2011-2012 fiscal year with the meetings being held at 6:30 PM on the third Monday of each month at the Duis Recreation Center which is located at 211 East St. Mary's Road, Sterling. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

Vice President Reyes appointed Commissioner Stutzke and Executive Director Schuldt to the Sterling Park District Museum Association Board for fiscal year 2011-2012.

**ADJOURNMENT:**

On a motion by Stutzke and a second by a Campbell, it was moved to adjourn the annual meeting at 7:09 P.M. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes, and Stutzke. Absent: Potter. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting immediately after the 7:00 P.M. annual meeting on Monday, April 18, 2011 at the Frasor Center, 1913 Third Avenue, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** - None

**APPROVAL OF MINUTES:** - March 21, 2011 Regular Meeting

**TREASURER'S REPORT:** - March, 2011

**COMMUNICATION TO BOARD:** - None

**OLD BUSINESS:** - None

**PRESIDENT'S REPORT:** - None

**EXECUTIVE DIRECTOR'S REPORT:** - None

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** - Department Staffing/Project Report

**DIRECTOR OF RECREATION REPORT:** - No Report

**EMERALD HILL REPORT:** - Golf Lesson Program Report

**NEW BUSINESS:** -Fitness Equipment Bids/Recommendations

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** - Per Section 2(c)(1)(11) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to discuss ongoing litigation against the District.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
April 18, 2011**

**CALL TO ORDER:** Vice-President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 7:10 P.M. on April 18, 2011 at the Frasor Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	Potter
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	Jacobs
	<b>DIRECTOR OF RECREATION PRESENT:</b>	Zepezauer

**SCHEDULED VISITORS:** None

**APPROVAL OF MINUTES:** On a motion by Campbell and a second by Stutzke, it was moved to approve the minutes of the regular meeting of March 21, 2011. Upon roll call vote, the following voted aye: Campbell, Reyes and Stutzke. Abstain: Hippen. Absent: Potter. Motion carried.

**TREASURER'S REPORT:** On a motion by Hippen and a second by Campbell it was move to approve the March Treasurer's Report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** None.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs updated the Board on the status of his seasonal hiring and what positions the various hires will fill in the Parks Department

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer gave his report under new business.

**EMERALD HILL REPORT –**

Golf Operations Manager CJ Wade review his golf lesson program for the upcoming season.

**NEW BUSINESS:**

Director of Recreation, Paul Zepezauer reviewed the fitness equipment bids received as part of the Westwood Fitness Edge expansion project. After several minutes of discussion and questions, on a motion by Hippen and a second by Campbell it was moved to except the bids as presented for total cost of \$222,574.81 with that cost spread over three vendors including Matrix Fitness (\$139,256), Professional Fitness Concepts (\$44,815.28) and Life-Fitness (\$28,503.53). Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

On a motion by Hippen and a second by Stutzke it was also moved to give Executive Director Schudt the authority to enter into a loan agreement with US Bank for a loan amount not to exceed \$222,574.81; for a term of up to 4 years and a interest rate not to exceed 2.630%. Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

**EXECUTIVE SESSION:**

On a motion by Campbell and a second by Hippen, per section 2(c)(1)(11) of the Illinois Open Meetings Act it was moved to adjourn into closed session to discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to discuss ongoing litigation against the District. Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

The Board adjourned into closed session at 8:40 P.M.

At 9:45 P.M. the Board reconvened into open session.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Campbell, it was moved to adjourn the regular meeting at 9:46 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes, and Stutzke. Absent: Potter. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting immediately after the 6:30 P.M. annual meeting on Monday, May 16, 2011 at the Duis Recreation Center, 211 East St. Mary's Road, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** - None

**APPROVAL OF MINUTES:**

- April 18, 2011 Annual Meeting
- April 18, 2011 Regular Meeting
- April 18, 2011 Executive Meeting

**TREASURER'S REPORT:** - April, 2011

**COMMUNICATION TO BOARD:** - None

**OLD BUSINESS:** - None

**PRESIDENT'S REPORT:** - None

**EXECUTIVE DIRECTOR'S REPORT:** - None

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** - ADA Progress Report

**DIRECTOR OF RECREATION REPORT:** - Tennis Program Report

**EMERALD HILL REPORT:** - Golf Course Improvements

**NEW BUSINESS:** - Roof Repair Bids

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:**

- Per Section 2(c)(1)(11) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to discuss ongoing litigation against the District.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
May 16, 2011**

**CALL TO ORDER:** President Potter called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:30 P.M. on May 16, 2011 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter Reyes Stutzke Schuldt Jacobs Zepezauer
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	
	<b>DIRECTOR OF RECREATION PRESENT:</b>	

**SCHEDULED VISITORS:** None

**APPROVAL OF MINUTES:** On a motion by Reyes and a second by Stutzke, it was moved to approve the minutes of the annual meeting of April 18, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Abstain: Potter. Motion carried.

On a motion by Stutzke and a second by Reyes it was moved to approve the minutes of the regular meeting of April 18, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Abstain: Potter. Motion carried.

**TREASURER'S REPORT:** On a motion by Hippen and a second by Campbell it was moved to approve the April Treasurer's report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** None.



**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs updated the Board on the status and progress the District was making to become compliant with the American with Disabilities Act.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the Board on the District's tennis program.

**EMERALD HILL REPORT –**

Golf Course Superintendent reviewed with the Board the various projects and improvements that have taken place on the golf course during the past year.

**NEW BUSINESS:**

Director of Parks and Planning Doug Jacobs reviewed the bids to repair various District roofs including Westwood (Buildings 1/2), Storage Building, Frasor Building and Emerald Hill maintenance building.

After several minutes of discussion, on a motion by Reyes and a second by Hippen it was moved to award the roof repair project to Sterling Commercial Roofing for the amount of \$74,516. It was also moved that Staff should investigate the feasibility of using another roofing material instead of roof shakes at Emerald Hill. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Absent: Potter. Motion carried.

**EXECUTIVE SESSION:**

On a motion by Campbell and a second by Hippen, per section 2(c)(1)(11) of the Illinois Open Meetings Act it was moved to adjourn into closed session to discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to discuss ongoing litigation against the District. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

The Board adjourned into closed session at 8:25 P.M.

At 9:00 P.M. the Board reconvened into open session.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Campbell, it was moved to adjourn the regular meeting at 9:01 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes, and Stutzke. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
May 16, 2011**

**CALL TO ORDER:** President Potter called the Executive meeting of the Board of Commissioners to order at 8:28 p.m. on May 16, 2011 at the Frasor Center.

**ROLL CALL:**

<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter Stutzke Reyes Schuldt
<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt

**REPORT OF OFFICERS:** President Potter stated that the purpose of the executive session was to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District and to discuss on-going litigation against the District

Executive Director Schuldt reviewed the status of the Phil Hall litigation and also reviewed the conversations with PDRMA and PDRMA's attorneys from Lanier Muchin in regards to the elimination of the position of Track/Volleyball Manager currently held by Jim Pierce. Both PDRMA and Lanier Muchin gave their approval to proceed.

The Board also continued the discussion from last meeting of developing a format to evaluate the Executive Director. Commission Hippen had contacted other Park Districts and was waiting for that information. It was the consensus of the Board to continue this discussion next month, when Hippen's information could be reviewed.

With no further discussion on a motion by Campbell and a second by Hippen the executive session was adjourned at 9:00 p.m. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting immediately after the 6:30 P.M. annual meeting on Monday, June 20, 2011 at the Duis Recreation Center, 211 East St. Mary's Road, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** - None

**APPROVAL OF MINUTES:**

- April 18, 2011 Executive Meeting
- May 16, 2011 Regular Meeting
- May 16, 2011 Executive Meeting

**TREASURER'S REPORT:** - May, 2011

**COMMUNICATION TO BOARD:** - None

**OLD BUSINESS:** - None

**PRESIDENT'S REPORT:** - None

**EXECUTIVE DIRECTOR'S REPORT:** - None

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** -Turf Maintenance

**DIRECTOR OF RECREATION REPORT:**

- Aquatic Program Report
- Fitness Edge Progress Report

**EMERALD HILL REPORT:** -Golf "Rounds" Report

**NEW BUSINESS:**

- Ordinance 11-01: Prevailing Wage Act
- FY2012 Tentative Operating Budget

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:**

- Per Section 2(c)(1)(11) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to discuss ongoing litigation against the District.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
June 20, 2011**

**CALL TO ORDER:** President Potter called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:30 P.M. on June 20, 2011 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter Reyes Stutzke Schuldt Jacobs Zepezauer
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	
	<b>DIRECTOR OF RECREATION PRESENT:</b>	

**SCHEDULED VISITORS:** None

**APPROVAL OF MINUTES:** On a motion by Reyes and a second by Campbell, it was moved to approve the executive meeting minutes of April 18, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Abstain: Potter. Motion carried.

On a motion by Stutzke and a second by Campbell it was moved to approve the minutes of the regular meeting of May 16, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

On a motion by Stutzke and a second by Hippen, it was moved to approve the executive meeting minutes of May 16, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried

**TREASURER'S REPORT:** On a motion by Hippen and a second by Reyes it was moved to approve the May Treasurer's report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** None.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs updated the Board on the turf maintenance schedule/procedures for the parks department including the District's various sports fields.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the Board on the District's aquatics programs including the Stingray Swim Club.

**EMERALD HILL REPORT –**

Golf Operations manager CJ Wade gave a reports about the rounds of golf and how those rounds compared to previous years.

**NEW BUSINESS:**

On a motion by Campbell and a second by Hippen it was moved to approve Prevailing Wage Ordinance 11-01 as presented. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

On a motion by Reyes and a second by Campbell it was moved to approve the District's FY2012 Tentative Operating Budget as presented. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

It was the consensus of the Board to hold a Budget Workshop at 5:30 P.M. at Frasor Center on July 13, 2011. A public meeting for comments relating to the budget will be held at 6:30 P.M. at Duis Center on July 18, 2011. Then a Special Meeting will be held at 5:30 P.M. at Frasor Center on July 21, 2011 to approve the District's FY2012 Budget.

**EXECUTIVE SESSION:**

On a motion by Campbell and a second by Hippen, per section 2(c)(1)(11) of the Illinois Open Meetings Act it was moved to adjourn into closed session to discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to discuss ongoing litigation against the District. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

The Board adjourned into closed session at 8:30 P.M.

At 8:45 P.M. the Board reconvened into open session.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Campbell, it was moved to adjourn the regular meeting at 8:46 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes, and Stutzke. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
June 20, 2011**

**CALL TO ORDER:** President Potter called the Executive meeting of the Board of Commissioners to order at 8:31 p.m. on June 20, 2011 at the Frasor Center.

**ROLL CALL:**

<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter Stutzke Reyes
<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt

**REPORT OF OFFICERS:** President Potter stated that the purpose of the executive session was to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District and to discuss on-going litigation against the District

Executive Director Schuldt reviewed the status of the Phil Hall litigation and also reviewed the status of the separation agreement signed by Jim Pierce.

The Board also continued the discussion from last meeting of developing a format to evaluate the Executive Director. It was the consensus of the Board to continue this discussion in August at a special meeting that will be held on August 2, 2011 at 5:30 P.M. at Frasor Center. At this meeting the Board will develop a series of goals that will be given to the Executive Director.

With no further discussion on a motion by Campbell and a second by Hippen the executive session was adjourned at 8:45 p.m. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will hold a special meeting on Wednesday, July 13, 2011, commencing at 5:30 P.M. This meeting will be held at Frasor Center, 1913 Third Avenue, Sterling, Illinois.

**AGENDA:** 2011-2012 Sterling Park District  
Budget Workshop

**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
July 13, 2011**

**CALL TO ORDER:**

President Potter called the special meeting of the Board of Commissioners to order at 5:30 p.m. on July 13, 2011 at the Frasor Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Hippen  
Potter  
Reyes  
Stutzke  
Campbell  
Schuldt

**COMMISSIONERS ABSENT:**

**EXECUTIVE DIRECTOR PRESENT:**

**REPORT OF OFFICERS:**

President Potter stated that the purpose was to review the District's 2011-2012 tentative operating budget.

Executive Director Schuldt reviewed the proposed budget including staffing levels, revenues, disbursements, fees and charges and bond debt.

A public hearing on the proposed budget will be held at 6:30 pm. at Duis Center on Monday, July 18, 2011.

A special meeting to adopt the District's 2011-2012 Operating Budget will be held at 5:30 p.m. at Frasor Center on Monday, July 21, 2011.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Reyes, the special meeting was adjourned at 8:30 p.m. Upon roll call vote the following voted aye: Hippen, Potter, Reyes and Stutzke. Absent: Campbell. Motion carried.



## **NOTICE**

The Sterling Park District Board of Commissioners will hold a special meeting on Monday, July 18, 2011, commencing at 6:30 P.M. This meeting will be held at the Duis Center, 211 East St. Mary's Road, Sterling, Illinois.

**AGENDA:** 2011-2012 Sterling Park District  
Budget Hearing

**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
JULY 18, 2011**

**CALL TO ORDER:**

President Potter called the special meeting of the Board of Commissioners to order at 6:32 p.m. on July 18, 2011 at the Duis Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Hippen  
Potter  
Reyes  
Stutzke  
Campbell  
Schuldt

**COMMISSIONERS ABSENT:**

**EXECUTIVE DIRECTOR PRESENT:**

**REPORT OF OFFICERS:**

President Potter stated that the purpose was to receive public comment about the District's 2011-2012 tentative operating budget.

**ADJOURNMENT:**

With no public comment, on a motion by Stutzke and a second by Hippen, the special meeting was adjourned at 6:34 p.m. Upon roll call vote the following voted aye: Hippen, Potter, Reyes, and Stutzke. Absent: Campbell. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting immediately after the 6:30 P.M. public hearing on Monday, July 18, 2011 at the Duis Recreation Center, 211 East St. Mary's Road, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** - None

**APPROVAL OF MINUTES:** - June 20, 2011 Regular Meeting  
- June 20, 2011 Executive Meeting

**TREASURER'S REPORT:** - June, 2011

**COMMUNICATION TO BOARD:** - None

**OLD BUSINESS:** - None

**PRESIDENT'S REPORT:** - None

**EXECUTIVE DIRECTOR'S REPORT:** - None

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** -Parks Department Update

**DIRECTOR OF RECREATION REPORT:** -Summer League Report

**EMERALD HILL REPORT:** -Turf Maintenance

**NEW BUSINESS:** -Resolution 2011-1 (Surplus Equipment)  
-Dillon Home Project Bids (IL Museum Capital Grant Program)

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** -None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
July 18, 2011**

**CALL TO ORDER:** President Potter called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:35 p.m. on July 18, 2011 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Hippen Potter Reyes Stutzke
	<b>COMMISSIONERS ABSENT:</b>	Campbell
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	Jacobs
	<b>DIRECTOR OF RECREATION PRESENT:</b>	Zepezauer

**SCHEDULED VISITORS:** None

**NEW BUSINESS:** After a few minutes of discussion on a motion by Stutzke and a second by Hippen it was moved to approve Resolution 2011-1 which authorizes District staff to dispose of miscellaneous pieces of fitness equipment. Upon a roll call vote, the following voted aye: Hippen, Potter, Reyes and Stutzke. Absent: Campbell. Motion carried.

After several minutes of discussion on a motion by Reyes and a second by Hippen it was moved to approve the \$64,027.45 bid from Larry Jennings Construction for various ADA improvements on or around the Dillon Home property. Upon a roll call vote, the following voted aye: Hippen, Potter, Reyes and Stutzke. Absent: Campbell. Motion carried.

**APPROVAL OF MINUTES:** On a motion by Reyes and a second by Stutzke, it was moved to approve the minutes of the regular meeting of June 20, 2011. Upon roll call vote, the following voted aye: Potter, Reyes and Stutzke. Absent: Campbell and Hippen. Motion carried.

On a motion by Stutzke and a second by Reyes, it was moved to approve the minutes of the executive meeting of July 20, 2011. Upon roll call vote, the following voted aye: Potter, Reyes and Stutzke. Absent: Campbell and Hippen. Motion carried.

**TREASURER'S REPORT:** On a motion by Stutzke and a second by Reyes it was move to approve the June 2011 Treasurer's Report. Upon a roll call vote, the following voted aye: Potter, Reyes and Stutzke. Absent: Campbell and Hippen. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S  
REPORT:** None.

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs updated the Board on the status of the tree cleanup at Sinnissippi Park.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the Board on the District's summer leagues as well as some of the upcoming special events and other activities including a Mixed Martial Arts contest in the track building at Westwood on September 17, 2011.

President Potter expressed concern about the District being involved with that type of activity. After several minutes of discussion President Potter made a motion to not allow staff to conduct such an event on District property. The motion died for a lack of a second.

**EMERALD HILL REPORT –**

Golf Course Superintendent Heaton gave a report on turf maintenance as it relates to golf course and to the District's athletic fields.

**EXECUTIVE SESSION:** None.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Reyes, it was moved to adjourn the regular meeting at 8:30 P.M. Upon a roll call vote, the following voted aye: Potter, Reyes, and Stutzke. Absent: Campbell and Hippen. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will hold a special meeting on Thursday, July 21, 2011, commencing at 5:30 P.M. This meeting will be held at the Frasor Center, 1913 Third Avenue, Sterling, Illinois.

**AGENDA:** Adoption of the 2011-2012 Sterling Park District Budget

**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
July 21, 2011**

**CALL TO ORDER:**

President Potter called the special meeting of the Board of Commissioners to order at 5:30 P.M. on July 21, 2011 at the Frasor Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Hippen

Potter

Stutzke

**COMMISSIONERS ABSENT:**

Campbell

Reyes

**EXECUTIVE DIRECTOR PRESENT:**

Schuldt

**REPORT OF OFFICERS:**

President Potter stated that the purpose of the special meeting was to adopt the District's 2011-2012 Operating Budget.

On a motion by Hippen and a second by Stutzke it was moved to approve the District's 2011-2012 Budget and Appropriations Ordinance as presented with no amendments. Upon a roll call vote the following voted aye: Hippen, Potter and Stutzke. Absent: Campbell and Reyes. Motion carried.

**ADJOURNMENT:**

With no further comments, on a motion by Stutzke and a second by Hippen, the special meeting was adjourned at 5:35 P.M. Upon roll call vote the following voted aye: Hippen, Potter, and Stutzke. Absent: Campbell and Reyes. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will hold a special meeting on Tuesday, August 2, 2011, commencing at 5:30 P.M. This meeting will be held at the Frasor Center, 1913 Third Avenue, Sterling, Illinois.

AGENDA: Per Section 2(c)(1) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District.



**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
AUGUST 2, 2011**

**CALL TO ORDER:**

President Potter called the special meeting of the Board of Commissioners to order at 5:35 p.m. on August 2, 2011 at the Duis Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Campbell  
Hippen  
Potter  
Reyes  
Stutzke  
Schuldt

**COMMISSIONERS ABSENT:**

**EXECUTIVE DIRECTOR PRESENT:**

**REPORT OF OFFICERS:**

President Potter stated that the purpose was to discuss goals and an evaluation process for Executive Director Schuldt.

After considerable discussion, it was the consensus of the Board that generally the goals should encompass a review of the various District's recreational programs from a financial prospective; the development of maintenance procedures for the District's facilities and park land; the development of a capital plan to include both real property and equipment; and a target revenue number that would be higher than last year in the fitness related areas at Westwood and Duis Center.

Schuldt was directed to take the Board's information from the meeting and to put the goals in a draft form that the Board could review and vote on at an upcoming public meeting.

**ADJOURNMENT:**

With no public comment, on a motion by Reyes and a second by Hippen, the special meeting was adjourned at 7:34 p.m. Upon roll call vote the following voted aye: Campbell, Hippen, Potter, and Reyes. Absent: Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting immediately after the 6:30 P.M. public hearing on Monday, August 15, 2011 at the Duis Recreation Center, 211 East St. Mary's Road, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

- None

### **APPROVAL OF MINUTES:**

- July 13, 2011 Special Meeting
- July 18, 2011 Special Meeting
- July 18, 2011 Regular Meeting
- July 21, 2011 Special Meeting
- August 2, 2011 Special Meeting

### **TREASURER'S REPORT:**

- July, 2011

### **COMMUNICATION TO BOARD:**

- None

### **OLD BUSINESS:**

- None

### **PRESIDENT'S REPORT:**

- None

### **EXECUTIVE DIRECTOR'S REPORT:**

- None

### **DEPARTMENT HEAD REPORTS:**

#### **DIRECTOR OF PARKS & PLANNING:**

-Utility (gas/electric) Report

#### **DIRECTOR OF RECREATION REPORT:**

- Kids Club Report
- Fitness Edge Renovation Timeline

#### **EMERALD HILL REPORT:**

- Golf Lesson Report

### **NEW BUSINESS:**

- Gartner Park Phase One Construction Bids
- FY 2012 Miscellaneous Goals

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

- Per Section 2(c)(1) and 2.06(d) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to review the minutes of all closed session meetings held since the last review.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
August 15, 2011**

**CALL TO ORDER:** President Potter called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:30 P.M. on August 15, 2011 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter Reyes Stutzke Schuldt Jacobs Zepezauer
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	
	<b>DIRECTOR OF RECREATION PRESENT:</b>	

**SCHEDULED VISITORS:** Sterling resident Betty Bell submitted a petition from Swimnastics program participants. The petition indicated that they were unhappy with the level of noise coming from the air handling unit in the pool area. Executive Director Schuldt and Parks Director Jacobs indicated that they were aware of the situation and agree that the sound level is unacceptable. They also stated that since the unit is still under warranty they have been working with the many different parties that were involved with its installation.

Ms. Bell also requested that the Board offer the Swimnastics participants some type of discount or pass extension because of what they have been dealing with. The Board indicated that they would consider that request after the air unit is repaired.

Ms. Bell also expressed her concern that the class instructors have not changed their routine for several years and that the classes have been getting rather boring. Staff indicated that they would discuss this with the appropriate instructors.

**APPROVAL OF MINUTES:** On a motion by Reyes and a second by Stutzke, it was moved to approve the special meeting minutes of July 13, 2011. Upon roll call vote, the following voted aye: Hippen, Potter, Reyes and Stutzke. Abstain: Campbell. Motion carried.

On a motion by Stutzke and a second by Reyes it was moved to approve the minutes of the special meeting of July 18, 2011. Upon roll call vote, the following voted aye: Hippen, Potter, Reyes and Stutzke. Abstain: Campbell. Motion carried.

On a motion by Reyes and a second by Stutzke, it was moved to approve the regular meeting minutes of July 18, 2011. Upon roll call vote, the following voted aye: Potter, Reyes and Stutzke. Abstain: Campbell and Hippen. Motion carried

On a motion by Reyes and a second by Campbell, it was moved to approve the special meeting minutes of July 21, 2011. Upon roll call vote, the following voted aye: Hippen, Potter and Stutzke. Abstain: Campbell and Reyes. Motion carried.

On a motion by Hippen and a second by Reyes it was moved to approve the minutes of the special meeting minutes of August 2, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, and Reyes. Abstain: Stutzke. Motion carried.

**TREASURER'S REPORT:** On a motion by Reyes and a second by Hippen it was moved to approve the July Treasurer's Report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** None.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs gave a utility report covering the various aspects of the District's natural gas and electrical usage.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the Board on the District's summer Kids Club program.

**EMERALD HILL REPORT –**

Golf Operations manager CJ Wade updated the Board on the District's various group and private golf lesson programs.

**NEW BUSINESS:**

On a motion by Reyes and a second by Campbell it was moved to approve the bid from Northwest Construction Company for the amount of \$115,460.40 to complete Phase One of the Gartner Park ADA Construction Project. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

The Board and staff discussed several goals for the Executive Director/District staff to accomplish over the next several months. After several minutes of discussion, the Board directed Schuldts to

submit a final version of the list of goals for consideration at the September regular meeting.

**EXECUTIVE SESSION:**

On a motion by Potter and a second by Campbell, per section 2(c)(1) and 2.06(d) of the Illinois Open Meetings Act it was moved to adjourn into closed session to discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to review all closed session meeting minutes held since the last review. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

The Board adjourned into closed session at 9:00 P.M.

At 9:30 P.M. the Board reconvened into open session.

On a motion by Potter and a second by Campbell it was moved to release the closed session minutes of August 16, 2010; May 16, 2011 and June 20, 2011. It was further moved not to release the closed session minutes of December 20, 2010; January 17, 2011 and April 18, 2011. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Campbell, it was moved to adjourn the regular meeting at 9:31 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes, and Stutzke. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
August 15, 2011**

**CALL TO ORDER:**

President Potter called the Executive meeting of the Board of Commissioners to order at 9:05 p.m. on August 15, 2011 at the Duis Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Campbell  
Hippen  
Potter  
Stutzke  
Reyes  
Schuldt

**EXECUTIVE DIRECTOR PRESENT:**

**REPORT OF OFFICERS:**

President Potter stated that the purpose of the executive session was to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District and to review the minutes of all closed session meetings held since the last review.

The Board reviewed the closed session meeting minutes of August 16, 2010; December 20, 2010; January 17, 2011; April 18, 2011; May 16, 2011; and June 20, 2011.

**Paragraph redacted.**

With no further discussion on a motion by Campbell and a second by Hippen the executive session was adjourned at 9:29 p.m. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting at 6:30 P.M on Monday, September 19, 2011 at the Duis Recreation Center, 211 East St. Mary's Road, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

**SCHEDULED VISITORS:** - None

**APPROVAL OF MINUTES:** - August 15, 2011 Regular Meeting  
- August 15, 2011 Executive Meeting

**TREASURER'S REPORT:** - August, 2011

**COMMUNICATION TO BOARD:** - None

**OLD BUSINESS:** - None

**PRESIDENT'S REPORT:** - None

**EXECUTIVE DIRECTOR'S REPORT:** - None

### **DEPARTMENT HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING:** -Dillon Home Accessibility Project Update (Phase 1)  
-Dillon Home Accessibility Tentative Plan (Phase 2)  
-Sinnissippi to Martin's Landing Trail Status  
-Duis Center Pool Air Handling Unit - Noise Update

**DIRECTOR OF RECREATION REPORT:** -Summer Gymnastics Recap  
-Summer T-Ball Program

**EMERALD HILL REPORT:** - Golf Course Seeding Project  
(Greens, Tees and Fairways)

**NEW BUSINESS:** - Used Activity Bus Purchase  
- FY 2012 Miscellaneous Goals  
- Special Meeting Date (Trail Bids-Martin's Landing  
To Redfield Park)

### **COMMUNICATION FROM VISITORS:**

**EXECUTIVE SESSION:** - Per Section 2(c)(1)(11) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to discuss ongoing litigation against the District.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
September 19, 2011**

**CALL TO ORDER:** Vice-President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:30 P.M. on September 19, 2011 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter (7:00 P.M.) Reyes Stutzke Schuldt Jacobs Zepezauer
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	
	<b>DIRECTOR OF RECREATION PRESENT:</b>	

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Campbell and a second by Stutzke, it was moved to approve the regular meeting minutes of August 15, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

On a motion by Stutzke and a second by Campbell it was moved to approve the minutes of the executive meeting of August 15, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

**TREASURER'S REPORT:** On a motion by Hippen and a second by Campbell it was moved to approve the August 2011 Treasurer's Report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Reyes and Stutzke. Absent: Potter. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** None.



**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs reported on Phase One and Phase Two of the Dillon Home Accessibility project/plan as well as discussed the status of trail construction between Martin's Landing and Redfield Park.

Mitch McNinch of Heat Co and Jacobs updated the Board on the status of the repairs to the Duis Center pool air handling unit. McMinch stated that all parties believe now that the problem is with the motor and a replacement motor will be installed soon.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the Board on the District's summer gymnastics and the summer T-Ball programs.

**EMERALD HILL REPORT –**

Golf Course Superintendent Aaron Heaton updated the Board on the seeding progress at Emerald Hill. Heaton indicated that all of the greens, tees and fairways have been re-seeded.

**NEW BUSINESS:**

On a motion by Hippen and a second by Campbell it was moved to give the authority to Director Schuldt to spend up to \$35,000 towards the purchase of a used 14 passenger activity bus. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

After several minutes of discussion, it was the consensus of the Board to approve the Executive Director's goals for FY2012 as presented.

President Potter set an October 6, 2011 meeting date to discuss and approve the bids for the construction of the first phase of the bike path from Martin's Landing to Redfield Park. The meeting will be held at 8:30 A.M. at Frasor Center, 1913 Third Ave., Sterling, IL.

**EXECUTIVE SESSION:**

On a motion by Potter and a second by Stutzke, per section 2(c)(1)(11) of the Illinois Open Meetings Act it was moved to adjourn into closed session to discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District and to discuss ongoing litigation against the District. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

The Board adjourned into closed session at 8:05 P.M.

At 8:35 P.M. the Board reconvened into open session.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Campbell, it was moved to adjourn the regular meeting at 8:36 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes, and Stutzke. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
September 19, 2011**

**CALL TO ORDER:**

President Potter called the Executive meeting of the Board of Commissioners to order at 8:09 p.m. on September 19, 2011 at the Duis Center.

**ROLL CALL:**

**COMMISSIONERS PRESENT:**

Campbell  
Hippen  
Potter  
Stutzke  
Reyes  
Schuldt

**EXECUTIVE DIRECTOR PRESENT:**

**REPORT OF OFFICERS:**

President Potter stated that the purpose of the executive session was to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District and to discuss ongoing litigation against the District

**Paragraph redacted.**

**Paragraph redacted.**

Schuldt also update the Board on the status of the Phil Hall lawsuit. Schuldt indicated that it appears this case will be going to trial sometime after the first of next year.

With no further discussion on a motion by Campbell and a second by Hippen the executive session was adjourned at 8:34 p.m. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will hold a special meeting on Thursday, October 6, 2011, commencing at 8:30 A.M. This meeting will be held at the Frasor Center, 1913 Third Avenue, Sterling, Illinois.

**AGENDA:** Review and Award the Bid for the Martin's Landing to Redfield Park Trail Project.

**STERLING PARK DISTRICT  
SPECIAL MEETING  
BOARD OF COMMISSIONERS  
October 6, 2011**

**CALL TO ORDER:** President Potter called the special meeting of the Board of Commissioners to order at 8:30 a.m. on October 6, 2011 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Stutzke Potter Reyes
	<b>COMMISSIONERS ABSENT:</b>	Hippen
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt

**REPORT OF OFFICERS:** President Potter stated that the purpose was to discuss review and award the bid for the Martin's Landing to Redfield Park trail project.

After discussion, on a motion by Reyes and a second by Campbell it was moved to award the bid to Stichter Construction Company of Erie, IL for the amount of \$27,868.90. Upon roll call vote the following voted aye: Campbell, Potter, Stutzke and Reyes.  
Absent: Hippen. Motion carried.

**ADJOURNMENT:** With no further business the special meeting was adjourned at 7:45 a.m. Upon roll call vote the following voted aye: Campbell, Potter, Stutzke and Reyes. Absent: Hippen. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting at 6:30 P.M on Monday, October 17, 2011 at the Duis Recreation Center, 211 East St. Mary's Road, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

- None

### **APPROVAL OF MINUTES:**

- September 19, 2011 Regular Meeting  
- September 19, 2011 Executive Meeting  
- October 6, 2011 Special Meeting

### **TREASURER'S REPORT:**

- September, 2011

### **COMMUNICATION TO BOARD:**

- None

### **OLD BUSINESS:**

- None

### **PRESIDENT'S REPORT:**

- None

### **EXECUTIVE DIRECTOR'S REPORT:**

- None

### **DEPARTMENT HEAD REPORTS:**

#### **DIRECTOR OF PARKS & PLANNING:**

-Gardner Park Phase One ADA Project Update  
-Roof Repair Update  
-Duis Center Pool Air Handling Unit Repair Update  
-Duis Center Landscaping Project Update

#### **DIRECTOR OF RECREATION REPORT:**

-Fall Flag Football/Cheerleading Report  
-Fitness Edge Renovation Project update

#### **EMERALD HILL REPORT:**

-Facility Report

### **NEW BUSINESS:**

- BINA (Bond Issue Notification Act) Hearing Date

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

- Per Section 2(c)(1) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District.

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
October 17, 2011**

**CALL TO ORDER:** President Potter called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:30 P.M. on October 17, 2011 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter Reyes Stutzke Schuldt Jacobs Zepezauer
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	
	<b>DIRECTOR OF RECREATION PRESENT:</b>	

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Reyes and a second by Campbell, it was moved to approve the regular meeting minutes of September 19, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

On a motion by Campbell and a second by Stutzke it was moved to approve the minutes of the executive meeting of September 19, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

On a motion by Stutzke and a second by Reyes it was moved to approve the minutes of the special meeting of October 6, 2011. Upon roll call vote, the following voted aye: Campbell, Potter, Reyes and Stutzke. Abstain: Hippen. Motion carried.

**TREASURER'S REPORT:** On a motion by Reyes and a second by Campbell it was moved to approve the September 2011 Treasurer's Report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S  
REPORT:**

None.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs gave reports on the Gartner Park ADA project, facility roof repair project, Duis Center pool air handling repairs and the Duis Center Landscaping project.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the Board on the District's youth football/cheerleading programs as well as the Fitness Edge renovation project at Westwood.

**EMERALD HILL REPORT –**

Golf Operations Manager CJ Wade discussed the usage of the course by Sterling High School, Newman High School and Sauk Valley College and how that usage benefits the park district.

**NEW BUSINESS:**

President Potter indicated that public hearing concerning the pending \$1,275,000 general obligation bond issue, as required by the Bond Issue Notification Act would held at 8:30 A.M. at Frasor Center, 1913 Third Avenue, Sterling, IL on October 31, 2011.

**EXECUTIVE SESSION:**

On a motion by Potter and a second by Stutzke, per section 2(c)(1) of the Illinois Open Meetings Act it was moved to adjourn into closed session to discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the Sterling Park District. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

The Board adjourned into closed session at 8:10 P.M.

At 8:35 P.M. the Board reconvened into open session.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Campbell, it was moved to adjourn the regular meeting at 8:36 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes, and Stutzke. Motion carried.

**STERLING PARK DISTRICT  
EXECUTIVE MEETING  
BOARD OF COMMISSIONERS  
October 17, 2011**

**CALL TO ORDER:** President Potter called the Executive meeting of the Board of Commissioners to order at 8:15 p.m. on October 17, 2011 at the Duis Center.

**ROLL CALL:**

<b>COMMISSIONERS PRESENT:</b>	Campbell
	Hippen
	Potter
	Stutzke
	Reyes
<b>EXECUTIVE DIRECTOR PRESENT:</b>	Schuldt

**REPORT OF OFFICERS:** President Potter stated that the purpose of the executive session was to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District.

Executive Director Schuldt discussed with the Board the events leading up to the resignation of Golf Course Superintendent Aaron Heaton. Schuldt indicated the Heaton voluntarily resigned in a meeting that Heaton requested with Schuldt and Risk Manager Steve Brenner on October 7, 2011. Schuldt indicated that he was in the process of formulating the necessary plans to fill the vacant position.

With no further discussion on a motion by Campbell and a second by Hippen the executive session was adjourned at 8:35 p.m. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.



**NOTICE OF SPECIAL MEETING OF  
THE BOARD OF PARK COMMISSIONERS OF  
THE STERLING PARK DISTRICT,  
WHITESIDE COUNTY, ILLINOIS**

PUBLIC NOTICE HEREBY GIVEN that the Board of Park Commissioners of the Sterling Park District, Whiteside County, Illinois (the "*Park Board*") will hold a special meeting of the Park Board on the 31st of October, 2011 at 8:30 o'clock A.M., at the District's Administrative Office, 1913 Third Avenue, Sterling, Illinois.

The Agenda for the Meeting is as follows:

1. Conduct a public hearing concerning the intent of the Board of Commissioners of the Sterling Park District, Whiteside County, Illinois, to sell \$1,275,000 General Obligation Park Bonds.

Dated the 26th day of October, 2011.

Larry Schuldt  
Secretary, Board of Park Commissioners,  
Sterling Park District, Whiteside County,  
Illinois

MINUTES of a special public meeting of the Board of Park Commissioners of the Sterling Park District, Whiteside County, Illinois, held at the Sterling Park District Administrative Office, 1913 Third Avenue, Sterling, Illinois, in said Park District at 8:30 o'clock A.M., on the 31st day of October, 2011.

\* \* \*

The meeting was called to order by the President, and upon the roll being called, Tom Potter, the President, and the following Park Commissioners were physically present at said location; Sterling Park District Administrative Office, 1913 Third Avenue, Sterling, Illinois: Tom Potter, Marvin Reyes and Dave Stutzke.

The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference: None.

No Park Commissioner was not permitted to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participated in the meeting in any manner or to any extent whatsoever: Jennifer Campbell and Jeff Hippen.

At 8:30 o'clock A.M., the President announced that the next agenda item for the Board of Park Commissioners was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell \$1,275,000 General Obligation Park Bonds (the "*Bonds*") for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, and explained that all

persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

The President opened the discussion and explained that the reasons for the proposed issuance of the Bonds were as follows: For the payment of land condemned or purchased for parks, for the buildings, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment and expenses incident thereto.

Whereupon the President asked for additional comments from the Park Commissioners. Additional comments were made by the following: None.

Written testimony concerning the proposed issuance of the Bonds was read into the record by the Secretary and is attached hereto as *Exhibit I*. None.

Whereupon the President asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. Statements were made by the following: None.

The President then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Park Commissioner Reyes moved and Park Commissioner Stutzke seconded the motion that the Hearing be finally adjourned.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion.

Upon the roll being called, the following Park Commissioners voted AYE: Potter, Reyes and Stutzke.

Whereupon the President declared the motion carried and the Hearing was finally adjourned.

Other business not pertinent to the conduct of the Hearing was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Larry Schuldt  
Secretary, Board of Park Commissioners

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting at 6:30 P.M on Monday, November 21, 2011 at the Duis Recreation Center, 211 East St. Mary's Road, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

- None

### **APPROVAL OF MINUTES:**

- October 17, 2011 Regular Meeting  
- October 17, 2011 Executive Meeting  
- October 31, 2011 Special Meeting

### **TREASURER'S REPORT:**

- October, 2011

### **COMMUNICATION TO BOARD:**

- None

### **OLD BUSINESS:**

- None

### **PRESIDENT'S REPORT:**

- None

### **EXECUTIVE DIRECTOR'S REPORT:**

- None

### **DEPARTMENT HEAD REPORTS:**

#### **DIRECTOR OF PARKS & PLANNING:**

-Gartner Park Phase One ADA Project Update  
-Dillon Home Projects Update (ADA/Trail)  
-Fall Work Activities

#### **DIRECTOR OF RECREATION REPORT:**

-Program Report

#### **EMERALD HILL REPORT:**

-Facility Report

### **NEW BUSINESS:**

- Ordinance 2011-02 – an Ordinance providing for the issue Of \$1,275,000 General Obligation Park Bonds, Series 2011 of the Sterling Park District, Whiteside County, Illinois and the levy of a direct tax sufficient to pay the principal and interest of said bonds.

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

- None

### **ADJOURNMENT**

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
November 21, 2011**

**CALL TO ORDER:** President Potter called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:30 P.M. on November 21, 2011 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter Reyes Stutzke Schuldt Jacobs Zepezauer
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	
	<b>DIRECTOR OF RECREATION PRESENT:</b>	

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Stutzke and a second by Reyes, it was moved to approve the regular meeting minutes of October 17, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

On a motion by Reyes and a second by Campbell it was moved to approve the minutes of the executive meeting of October 17, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

On a motion by Stutzke and a second by Reyes it was moved to approve the minutes of the special meeting of October 31, 2011. Upon roll call vote, the following voted aye: Potter, Reyes and Stutzke. Abstain: Campbell and Hippen. Motion carried.

**TREASURER'S REPORT:** On a motion by Reyes and a second by Campbell it was moved to approve the October 2011 Treasurer's Report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S  
REPORT:**

None.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs gave reports on the Gartner Park ADA project, the Dillon Home ADA and trail projects as well as reviewed the various fall work activities of the parks department.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the Board on the various programs being offered at the Duis Center as well as gave an update on the status of the Fitness Edge expansion project at Westwood.

**EMERALD HILL REPORT –**

Executive Director Schuldt reviewed with the Board the various projects and improvements being completed at Emerald Hill as well as discussed the time table for the filling of the Golf Course Superintendent's position.

**NEW BUSINESS:**

On a motion by Hippen and a second by Stutzke it was moved to approve Ordinance 2011-02 which is an ordinance providing for the issue of \$1,275,000 General Obligation Park Bonds, Series 2011 of the Sterling Park District, Whiteside County and the levy of a direct tax sufficient to pay the principal and interest of said bonds. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes and Stutzke. Motion carried.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Campbell, it was moved to adjourn the regular meeting at 7:25 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, Reyes, and Stutzke. Motion carried.

## **NOTICE**

The Sterling Park District Board of Commissioners will be holding their regularly scheduled monthly meeting at 6:30 P.M on Monday, December 19, 2011 at the Duis Recreation Center, 211 East St. Mary's Road, Sterling, Illinois.

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SCHEDULED VISITORS:**

- None

### **APPROVAL OF MINUTES:**

- November 21, 2011 Regular Meeting

### **TREASURER'S REPORT:**

- November, 2011

### **COMMUNICATION TO BOARD:**

- Novak Letter (golf season pass /cart discount)

### **OLD BUSINESS:**

- None

### **PRESIDENT'S REPORT:**

- None

### **EXECUTIVE DIRECTOR'S REPORT:**

- "Annual" Staff Meeting

### **DEPARTMENT HEAD REPORTS:**

#### **DIRECTOR OF PARKS & PLANNING:**

-Emerald Hill Project Update

#### **DIRECTOR OF RECREATION REPORT:**

-Food Service Report

#### **EMERALD HILL REPORT:**

-Superintendent's Position Update

### **NEW BUSINESS:**

- 2011 Tax Levy Ordinance

### **COMMUNICATION FROM VISITORS:**

### **EXECUTIVE SESSION:**

- None

### **ADJOURNMENT**



**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
December 19, 2011**

**CALL TO ORDER:** President Potter called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:30 P.M. on December 19, 2011 at the Duis Center.

<b>ROLL CALL:</b>	<b>COMMISSIONERS PRESENT:</b>	Campbell Hippen Potter Reyes Stutzke Schuldt Jacobs Zepezauer
	<b>COMMISSIONERS ABSENT:</b>	
	<b>EXECUTIVE DIRECTOR PRESENT:</b>	
	<b>DIRECTOR OF PARKS &amp; PLANNING PRESENT:</b>	
	<b>DIRECTOR OF RECREATION PRESENT:</b>	

**SCHEDULED VISITORS:** None.

**APPROVAL OF MINUTES:** On a motion by Reyes and a second by Hippen, it was moved to approve the regular meeting minutes of November 21, 2011. Upon roll call vote, the following voted aye: Campbell, Hippen, Potter, and Reyes. Absent: Stutzke. Motion carried.

**TREASURER'S REPORT:** On a motion by Hippen and a second by Campbell it was moved to approve the November 2011 Treasurer's Report. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, and Reyes. Absent: Stutzke. Motion carried.

**COMMUNICATION TO BOARD:** None.

**OLD BUSINESS:** None.

**PRESIDENT'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:** Executive Director Schuldt showed a portion of the power point presentation that was given to all District full-time staff at the recently held Annual Staff Meeting.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**  
Director of Parks & Planning, Doug Jacobs gave a report on the progress of the Emerald Hill construction project.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer reported on the District's food service operation and the completion of the fitness expansion project at Westwood.

Commissioner Reyes directed staff to investigate the possibility of expanding the sales of fitness related supplements at Westwood.

**EMERALD HILL REPORT –**

Executive Director Schuldt reviewed the time table for the filling of the Golf Course Superintendent's position.

**NEW BUSINESS:**

On a motion by Reyes and a second by Hippen it was moved to approve the 2011 Tax Levy Ordinance as presented. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter and Reyes. Absent: Stutzke.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Hippen and a second by Campbell, it was moved to adjourn the regular meeting at 8:00 P.M. Upon a roll call vote, the following voted aye: Campbell, Hippen, Potter, and Reyes. Absent: Stutzke. Motion carried.