

**STERLING PARK DISTRICT  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
November 16, 2015**

**CALL TO ORDER:** President Reyes called the regularly scheduled monthly meeting of the Board of Commissioners to order at 6:30 P.M. on November 16, 2015 at the Duis Recreation Center.

**ROLL CALL:**

<b>COMMISSIONERS PRESENT:</b>	Aitken Hippen Reyes Stutzke Zuithoff
<b>COMMISSIONERS ABSENT:</b>	None
<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 Aitken and a second by Stutzke, it was moved to approve the minutes of the Regular and Executive Meetings of October 19, 2015. Upon roll call vote, the following voted aye: Aitken, Hippen, Reyes, Stutzke and Zuithoff. Motion carried.

On a motion by Aitken and a second by Stutzke it was moved to approve the Bond, Special and Executive Meetings of October 28, 2015. Upon a roll call vote, the following voted aye: Aitken, Reyes, and Stutzke. Abstain: Hippen and Zuithoff. Motion carried.

**TREASURER'S REPORT:** Executive Director Schuldt indicated that due to the ongoing transfer of the District's financial information to the new accounting software, there will not be a Treasurer's Report given this month. The report will be given at the December Board Meeting.

Schuldt did review the results of the District's FY2015 Audit. He indicated that it was a clean audit, with no financial irregularities. In the management letter written by the District's accounting firm, the lack of a segregation of duties as related to accounts payable and payroll was the only area that could be improved. Schuldt indicated that due to the District's staff size, this area has been mentioned in every audit for the last 10 years or more. Schuldt did state that while dividing up some of financial duties among staff was forthcoming, there probably will still not be enough segregation to get the comment removed from future letters.

**COMMUNICATION TO BOARD:**

None.

**OLD BUSINESS:**

None.

**COMMISSIONER'S REPORT:** None.

**EXECUTIVE DIRECTOR'S REPORT:**

Schuldt reported that District Treasurer Dave Stutzke, who is also President of Sterling Youth Baseball, asked if the District would be interested in taking over the administrative control of the baseball/softball organization. After a few minutes of discussion, it was the consensus of the Board that if presented with that opportunity, the District would strongly consider it. Stutzke indicated that we would be discussing it with Sterling Youth Baseball's Board, soon.

**DEPT. HEAD REPORTS:**

**DIRECTOR OF PARKS & PLANNING –**

Director of Parks & Planning, Doug Jacobs updated the Board on various activities within his Department.

**DIRECTOR OF RECREATION –**

Director of Recreation, Paul Zepezauer updated the Board on the various activities of his department.

Zepezauer presented the proposed golf fees for the upcoming 2016 season. After several minutes of discussion, it was the consensus of the Board to offer a shoulder rate season in the spring and fall at a reduced cost, lower the summer green fees by an average of \$4.50 a round, offer one 18-under season pass and lower the senior season passes by \$25.00.

**NEW BUSINESS:**

On a motion by Stutzke and a second by Aitken it was moved to approve Ordinance 2016-01 providing for the issue of \$1,310,000 in General Obligation Bonds, Series 2015. Upon a roll call vote, the following voted aye: Aitken, Hippen, Reyes, Stutzke and Zuithoff. Motion carried.

**EXECUTIVE SESSION:**

None.

**ADJOURNMENT:**

With no further action, on a motion by Stutzke and a second by Zuithoff, it was moved to adjourn the regular meeting at 8:15 PM. Upon a roll call vote, the following voted aye: Aitken, Hippen, Reyes, Stutzke and Zuithoff. Motion carried.