

BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

Meeting Date: 05/10/2022

Time: 5:00 P.M.

Meeting Location: Baltic Mill 920 W. Lincoln Avenue Belvidere, IL 61008

Meeting: Scheduled Board Meeting of Board of Commissioners of Belvidere Township Park District Boone County, IL

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:04 p.m. by President Noble.

Roll call was taken; In attendance: Mary Marquardt, Jean Twynning, Amy Nord, Sam An and Daniel Noble.

Those also in attendance were Jen Jacky, Melissa Merkel, Aly Graham, Jonathan Cudzewicz, and Teri Becker Administrative.

Meeting agenda: Twynning made a motion seconded by Nord to approve the agenda for May 10, 2022. A voice vote was taken with (5) voting yes. Motion carried.

Approval of meeting minutes: Twynning made a motion seconded by Nord to approve the meeting minutes for 4/26/22. A voice vote was taken with (5) voting yes. Motion carried.

Financial report: Presented for review by the Board. No discussion

Bills: Twynning made a motion seconded by Marquardt to approve payment of bills for April in the amount of \$142,173.72. A voice vote was taken with (5) voting yes. Motion carried.

Board Correspondence: None

Public Input: – None

Staff reports:

- Executive Director Report – Jen Jacky;
Discussion: IDOT project Business Rt. 20 between Shaw and Appleton, multi-use path proposal. Board in agreement for Jacky to address Park District's concerns with multi-use path.
Discussion: Jacky to get information regarding Kelly Project to the Board
Discussion: Master plan (2) proposals in progress
- Administrative Service Report – Melissa Merkel;
Discussion: Received auditor letters from Lucas Group. Goal to have audit completed by end of June 2022.
Discussion: Meeting with local banks to review best fit for Park District's current status for financial benefits.
- Marketing Report – John Beachum;
Discussion: Website update in progress. Special recreation section has been updated; Formatted for cell phone or tablet as well as on-line; registration process improved user friendly. Staff working on new report format including participation information.
- Parks & Recreation Report – Jonathan Cudzewicz;
Discussion: Grady Pool repair update; Current findings anticipated to be within approved amount for repairs. Once completed should be on track to fill as scheduled.
Discussion: Mill Race contract
- Superintendent of Recreation Report – Aly Graham;
Discussion: Currently interviewing for (2) open positions
Discussion: Lincoln/Perry school program update regarding participants; Review of participation numbers show positive growth
- Discussion: D100 Wellness Program has been presented for D100 review

Aquatic Study Update – Perkins & Will – Jen Jacky; Internal steering committee met; best option could not be decided based on gathered information. Perkins & Will could not give a definite recommendation. There is not enough support from partners for an aquatic facility. An additional study is an option however there would be an additional fee for the study.

Unfinished Business

- A. Twyning made a motion seconded by Nord to approve Administrative Ordinance 2205-10. Roll call vote was taken with (5) voting yes. Motion carried.
Discussion: Removed drone portion for public flying; Drone usage for Park District use for photo's with exception Prairie Fields.
- B. Sundstrand Park (tabled) per agenda.
- C. Faith Baptist Church Proposal (tabled) per agenda.
- D. Twyning made a motion seconded by Nord to approve transition and proposal from Paylocity to manage and process all aspects of the Belvidere Township Park District payroll and reporting. A voice vote was taken with (5) voting yes. Motion carried.
Discussion: Comprehensive payroll package; operating cost savings for the District. Will adapt to our financial software to blend with Paylocity. No contract terms, month to month, cancel anytime. User specific on-line training included; 400 options for reports; 8-10 weeks onboarding. Seamless transition for employees. Includes employee portal for employees to manage their own data.
- E. Staffing updates
Teagan Ryan hired as Grounds Specialist; Destiny Boss hired as HR/Risk Manager
- F. Emergency Pool Repair – no action needed; current repairs estimated to be within approved amount.

New Business

- A. Twyning made a motion seconded by Marquardt to approve the agreement for the lifeguard contract with the Belvidere Family YMCA from May 28, 2022 through August 21, 2022 as long as PRDRMA does not recommend any material changes to the contract and the Y agrees to the terms. A voice vote was taken with (5) voting yes. Motion carried.
Discussion: Contract defined what the Park District will provide and changing from flat fee to hourly rate for cost savings for the District. Otherwise same contract as previous year.
- B. Marquardt made a motion seconded by Twyning to table the status of William Grady Pool for 2023 Summer Season. A voice vote was taken with (5) voting yes. Motion carried.
- C. Daniel Noble stepped out as chair at 6:25 p.m. at which time Jen Jacky took over as chair. An made a motion seconded by Nord to name Daniel Noble as President; Amy Nord as Vice President; Mary Marquardt as Secretary; Jean Twyning as Treasurer for 2022-2023. A roll call vote was taken with (5) voting yes. Motion carried.
At 6:27 p.m. Noble resumed his role as chair.

Meeting adjournment

There being nothing further to come before the board the meeting was adjourned at 6:29 p.m.

Respectfully submitted
Teri Becker