Belvidere Township Park District
Board Meeting
August 25, 2020

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:00 p.m. Roll call was taken. Those present were Jean Twyning, Sam An and Mark Muccianti. Absent were Paul McCaffrey and Mary Marquardt. Also present were Mark Pentecost, Rick Wulbecker, Todd Bex, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the August 25, 2020 meeting agenda, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Jean Twyning made a motion to approve the August 11, 2020 meeting minutes, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Board Correspondence

There was no board correspondence.

Public Input

There was no one present for public input.

Director's Report

Mark Pentecost commented that the participation numbers are low for the Fall Camp program. He has been talking with School District 100 and they are allowing us to be in the schools to hold the Fall Day Camp program from 8:00 – 6:00 p.m. The fee is $30.00 per day per participant.

Mark Muccianti commented that he saw negative comments on Facebook related to double taxation. The Belvidere Park District is trying to help in a bad situation and provide a safe environment for participants.

The Baltic Mill Committee held their final meeting and will be making a recommendation in September.

Commissioner Twyning asked about the cost for the "Up in the Air" special event. There is no fee to attend the event.

The first Drive-in Movie Night is scheduled for September 4th. Staff will be offering movies every Friday night through November 6, 2020. Staff build a screen in-house and we purchased a projector.

Approval Template/Process for Purchases $25,000 and Above

Mark Pentecost took the draft copy from Commissioner Muccianti and comments from commissioners and condensed the template to include 1) what the project is, 2) the justification and 3) the life expectancy.

He will have the final draft at the next board meeting for approval.

Engagement with Baird Public Finance

Mark has talked with Baird Public Finance to serve as the managing underwriter for refunding of 2012 A-series Bond and subsequent issuance of 2020 A-Series Bond.

Our bond is callable on February 1, 2021. We can refund and reissue up to 90 days prior to that date. In rough estimates it will cost the district approximately $32,000 for this to happen, but over the next 12 years of the life of the bond, we will save approximately $350,000.00.

The board asked Mark Pentecost to check with the local banks to see if they would be interested in purchasing the bonds and what rate and fee structure they would offer. Commissioner An commented that these usually can be negotiable and would like for Mark to see if he could get a 10% reduction in the fees.

Jean Twyning made a motion to table the Engagement with Baird Public Finance, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Approval of the Updated Discipline Policy #315

The only change in this policy was on page 2, under Suspension, the 2nd paragraph, the words "pending investigation" were added.

Jean Twyning made a motion to approve the updated Discipline Policy #315, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Approval of the Updated Purchasing Policy #166

The purchasing limits were reduced by $1.00 and the Manager title was removed since we no longer have Managers.

Jean Twyning made a motion to approve the updated Purchasing Policy #166, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Commissioner Comments

Jean Twyning commented that she saw the Go Guide on-line and said it looked good. She also mentioned an article in the NRPA Magazine on the "1st Amendment Event" referencing protests in parks.

There being no further business the meeting adjourned at 6:05 p.m.

Submitted by

Debbie Kent