**BELVIDERE TOWNSHIP PARK DISTRICT**

1006 Lincoln Ave. Belvidere, IL 61008 Boone County, Illinois

**Meeting Date**: 07/12/2022 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 5:03 p.m. by Chair Nord.

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

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

Public guests: Ramona, David and Matthew Swanson.

**Meeting agenda**:

Marquardt made a motion seconded by An to approve the agenda for July 12, 2022.

A voice vote was taken with (4) voting yes. Motion carried.

**Approval of meeting minutes**:

Twyning made a motion seconded by An to approve the meeting minutes for 6/28/22.

A voice vote was taken with (4) voting yes. Motion carried.

**Financial Report**: Presented and reviewed. No discussion

**Bills to be Paid**  Twyning made a motion seconded by An to approved vendor bills for payment dated 7/13/2022. A roll call vote was taken with (4) voting yes. Motion carried.

**Board Correspondence**: Twyning presented information regarding area splash pads for informational purposes.

**Public Input:** –David Swanson voiced concerns on dismissal of Matthew Swanson.

**Staff reports:**

* Executive Director Report – Jen Jacky;

Discussion: Kicking off budget with quarterly staff meeting 7/13/22. Projected dates: 1st draft 10/25/22; final by 12/13/22 board meeting. Belvidere Police Dept. will be holding tactical training at the District to be familiarized with the building and to build partnerships.

* Administrative Service Report – Melissa Merkel;

Discussion: Annual Treasurer’s Report was filed with the County Clerk on 6/29/2022. Financial audit went well, much improved from previous audit. Projected audit report August 2022. Currently searching for financial software programs.

* Marketing Report – John Beachum; No discussion
* Parks & Recreation Report – Jonathan Cudzewicz;

Discussion: Ping Pong table has been installed at Aberdeen. Administrative parking lot bids (3) companies none of which were confident we could complete in 2022 due to material availability for the steel for the bridge structure. Bid opportunities have been bumped for (2) more weeks due to the delay in starting the project. Option to except bids in 2022 with projected project completion in spring of 2023. Marquardt requested separating as (2) projects to allow the project to be completed in 2022 with exception to the bridge.

* Superintendent of Recreation Report – Aly Graham;

Discussion: Aly is excited for recreational program potential. Twyning expressed positive feedback from turnout and community participation for the Field Day held on 7/9/2022. District to reach out to presenters for comments and input for planning next event.

**Future of Aquatics** – Jen Jacky: Survey on the website will be maintained. City camera was not able to scope source of leak at Grady Pool. Jonathon looking into robotics camera need 250’-300’ of access. Until the cause of the leak is determined there will not be a push on the survey. Looking for community leader to help push forward with plans once determined.

Soil survey’s to be completed at Grady Pool and Prairie Fields. Grady pool demolition cost estimates from N. Illinois Construction: $100k building; $300k pool (includes pool, decking, fencing etc.)

**Comprehensive Master Plan** – Jen Jacky; Discussion: Pre-checklist has been turned in to PRI for review. No date for completion has been determined.

**Unfinished Business**

1. Sundstrand Park Marquardt made a motion seconded by Twyning to take Sundstrand Park off table. A voice vote was taken with (4) voting yes. Motion carried.

Marquardt made a motion seconded by Twyning to contact legal counsel to examine the option of suing for funds ($4200.00) owed to the District.

A roll call vote was taken with (4) voting yes. Motion carried

1. Twyning made a motion seconded by Marquardt to take Resolution 22-05-10 using private land for public gain off table.

A voice vote was taken with (4) voting yes. Motion carried.

Jen Jacky: PDRMA recommendations presented need to be reviewed by attorney regarding public property for financial gain. 4.2.3 Commercial use of district property. Marquardt: Park property needs to be clearly defined as property.

Jen Jacky: Action item for next meeting agenda.

**New Business**

1. An made a motion seconded by Twyning to authorize purchase of upgrade to existing HVAC system at River’s Edge in the amount of $89,798.00 from Environmental Control Solutions Inc.

A roll call vote was taken with (4) voting yes. Motion carried.

Discussion: Cost savings include labor (system monitoring), Com Ed and Nicor incentives. Budgeted amount is $110k based on previous quote estimates, board in agreement for Jonathon to utilize extra funds if needed for unexpected expenses to upgrade the system. Board to be made aware of extra expenses.

**Closed Session**

Twyning made a motion seconded by Marquardt to enter into closed session at 5:49 p.m.

A roll call vote was taken with (4) voting yes. Motion carried.

**Open Session Resumed**

The Belvidere Township Park District Board of Commissioners board meeting open session was resumed at 6:07 p.m. by Chair Nord.

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

Those also in attendance were Jen Jacky, Jonathon Cudzewicz, Destiny Boss and Teri Becker Administrative.

Board recommendation to uphold the staff decision for termination of Matthew Swanson based on the infractions and supporting legal advice given to the District. Executive Director Jen Jacky to issue letter of determination to Matthew Swanson.

**Meeting adjournment**

There being nothing further to come before the board the meeting was adjourned at 6:08 p.m.

Respectfully submitted

Teri Becker