

BOARD MEETING MINUTES

BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

Meeting Date: 9/12/2023 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 5:00 p.m. by Daniel Noble.

Roll call | was taken; In attendance: Mary Marquardt, Daniel Noble, Amy Nord, Gary Thacker, and Jean Twyning.

Absent: None

Those also in attendance were Jen Jacky, Melissa Merkel, Aly Graham, Jonathan Cudzewicz.

Absent: None

Meeting agenda |

Nord made a motion seconded by Thacker to approve the meeting agenda dated 9/12/2023. A voice vote was taken with all voting yes. Motion carried.

Approval of meeting minutes |

Twyning made a motion seconded by Marquardt to approve the Regular Board meeting minutes dated 08/22/23.

A voice vote was taken with all voting yes. Motion carried.

Bills to be Paid | Twyning made a motion seconded by Marquardt to approve the bills to be paid for 08/23-9/12/2023. A roll call vote was taken with all voting yes. Motion carried.

Discussion: None

Financial Report for August 2023 | Discussion | None

Revenue & Expenditure Report for August 2023 | Discussion | None

New Staff Introduction(s) |

Michael Kreiman, Grounds Specialist; Caroline Mackey, Horticulture Specialist; Damonte Reed, Recreation Supervisor

Board Correspondence | None

Public Input | None

Staff reports |

- Executive Director Report – Jen Jacky;
Discussion: Met with Mayor of Belvidere Re: Sundstrand and Newburg safety concerns;
- Administrative Service Report – Melissa Merkel;
Discussion: Cash Handling Policies and Procedures; Cash Handling Training
- Marketing Report – No Report
Discussion: None
- Parks & Recreation Report – Jonathan Cudzewicz;
Discussion: Administration Parking Lot completion
- Superintendent of Recreation Report – Aly Graham
Discussion: Kite event @ Prairie Fields – Well attended

Future of Aquatics & Comprehensive Master Plan – | Update | Jacky

Discussion | Meeting 9/19/2023 Master Plan Presentation

Baltic Mill Structural Assessment – | Discussion | First stage proposal | Incorporate as much as possible into 2024 budget.

Unfinished Business |

FY 2023 Amended Budget Presented in Tentative Form | Jacky

Twyning made a motion seconded by Marquardt to approve the amended budget in tentative form for public viewing.

A roll call vote was taken with all voting yes. Motion carried.

Discussion | None

General Obligation Limited Tax Park Bonds Series 2023 | Merkel

Twyning made a motion seconded by Nord to approve the placement and issuance up to \$1,250,000.00 in limited tax park fund bonds Series 2023.

A roll call vote was taken with all voting yes. Motion carried.

Discussion | Bond rates; public purchase of bonds

Executive Director Goals | Jacky

Marquardt made a motion seconded by Nord to approve the draft version of the Executive Director Goals for 2023.

A roll call vote was taken with all voting yes. Motion carried.

Discussion | 2024 Goals will be made in January 2024; Grant applications

New Business |

Proposed Lions Playground | Jacky

Discussion | Project update; Funding; Cottonwood Park; Newburg Road Park; Park to move forward with plans; Lion's equipment placed when available at suitable location.

Securing Public Deposits with Letters of Credit | Investment Policy 142 Update | Merkel

Twyning made a motion seconded Marquardt to approve the updated Investment Policy 142 to include letters of credit.

A roll call vote was taken with all voting yes. Motion carried.

Discussion | Park District funds protection; Collateralization agreement

Collateralization of District Funds with Transition from Blackhawk to First Mid | Merkel

Twyning made a motion seconded by Marquardt to approve the Federal Home Loan Bank of Chicago irrevocable letter of credit for the transition from Blackhawk Bank to First Mid.

A roll call vote was taken with all voting yes. Motion carried.

Discussion | First Mid Bank does not offer Collateralization Agreements the same as Blackhawk Bank. They only offer letters of credit.

Request for Use of Park Property for Training Site by Belvidere Fire Department | Jacky

Twyning made a motion seconded by Nord to approve the request for Belvidere Fire Department to use William Grady Pool for a training site pending an executed memorandum of understanding. The City Attorney request changes to the MOU that substantially impact or alter the agreement will be sent back to PDRMA for review and brought back to the board for approval.

Amendment to the Memorandum of Understanding

Twyning made a motion seconded by Marquardt to amend the motion to include that training dates must be completed prior to October 24, 2023.

A roll call vote was taken with all voting yes. Motion carried.

Original motion roll call vote was taken with all voting yes. Motion carried.

Discussion | Training dates to be defined in the memorandum as to not interfere with the destruction of Grady Pool.

Closed Session | None

Action taken as a result of Closed Session | None

Meeting adjournment There being nothing further to come before the board the meeting was adjourned at 5:47 p.m.

Respectfully submitted
Teri Becker