

# BOARD MEETING MINUTES

## BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

---

**Meeting Date:** 11/14/2023      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 Chair Amy Nord.

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

Absent: Dan Noble

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

Absent: None

**Meeting agenda** |

Twyning made a motion seconded by Marquardt to approve the meeting agenda dated 11/14/2023. 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 Public Hearing Minutes dated 10/24/2023.

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

Marquardt made a motion seconded by Twyning to approve the General Meeting Minutes dated 10/24/2023.

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 10/25-11/14/2023.

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

Discussion: None

**Financial Report for October 2023** | Merkel |

Discussion | Bond payment received; Interest Revenue October 2023.

**Board Correspondence** | None

**Public Input** | None

**Staff reports** |

- Executive Director Report – Jen Jacky;  
Discussion: Stellantis meeting 11/16/23 with area taxing bodies; Jacky to request meeting with Board; Meeting 11/17/23 with B. Tobin regarding Big Thunder Park. Meeting 11/21/23 with Lion's Club.
- Administrative Service Report – Melissa Merkel;  
Discussion: Financial draft of Chart of Accounts to department heads for review. Final tax distribution and interest received. Closed on bond and verified.
- Marketing Report – No Report  
Discussion: None
- Parks & Recreation Report – Jonathan Cudzewicz;  
Discussion: Lights for statuary installed; Christmas lights displays being installed; Com Ed-LED savings review presented.
- Superintendent of Recreation Report – Aly Graham  
Discussion: Grant received for Rec Mobile; using existing vehicle.

**Comprehensive Master Plan** – | No Update

Discussion | Draft for board in December; Board requesting 30 days for review;

**Unfinished Business** |

Annexation of Glenn Green Open Space | Jacky

Twyning made a motion seconded by Marquardt to take the Annexation of Glenn Green Open Space off the table.

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

Discussion | Jacky | Currently in discussions with Mayor of City of Belvidere regarding transparency with other owners. List of collaboration items to request from the City of Belvidere should the annexation be approved reviewed. Board in agreement with list presented and suggestions for additional items.

FY 2024 Budget and Ordinance No. 23-12-12A | Budget & Appropriation Ordinance | No Update

Ordinance No. 23-12-12B | 2023 Tax Levy for Fiscal Year 2024 | No Update

**New Business** |

2024 Board Meeting Schedule |

Twyning made a motion seconded by Thacker to adopt the 2024 Board Meeting Schedule.

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

Dog Park Proposal | Jacky

Discussion | Potential donor has proposed \$160k to the Park District to create a dog park. Board in agreement to continue with discussions regarding the Dog Park including a review of potential dog park areas. Board in agreement to complete Master Plan before a decision is made on specifics of a Dog Park.

Twyning made a motion seconded by Marquardt to table the Dog Park Proposal.

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

IDOT's Proposed Route 20 Expansion from Appleton to Shaw | Jacky

Twyning made a motion seconded Marquardt to move that the District does not sign the proposal letter submitted by IDOT as we do not feel their request is deminimus nor that they have sufficiently answered our previous questions.

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

Discussion | Marquardt | Concerns on silo preservation.

Request for Approval to Hire Studio GWA for Baltic Mill Structural Stabilization Project | Cudzewicz

Marquardt made a motion seconded by Thacker to approve Phase 1 of Baltic Mill structural stabilization project at a cost of \$4800.00.

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

Discussion | Necessity for building stabilization; Cost proposal for stabilization; Grant source opportunities; Future use of Baltic Mill; Architecture & Consulting Services.

Marquardt made a motion seconded by Twyning to table the hiring of Studio GWA to provide architectural and consulting services for Phase 1 of Baltic Mill structural stabilization project at a cost of \$28,600.00.

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

DCEO Build Illinois Bond Fund-SR230052 | Jacky

The Park District has been awarded \$75,000.00 grant for infrastructure and a personal donation from Senator Syverson to refresh Kiddieland.

Thacker made a motion seconded by Marquardt to accept the DCEO Build Illinois Bond Fund SR230052 in the amount of \$75000.00.

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

Discussion | Potential ideas for refresh of Kiddieland.

**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 6:51 p.m.

Respectfully submitted

Teri Becker