

# BOARD MEETING MINUTES

## BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

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**Meeting Date:** 3/12/2024      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: Daniel Noble, Mary Marquardt, Amy Nord, Gary Thacker and Jean Twyning.

Absent: None

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

Absent: Jonathan Cudzewicz

### **Meeting agenda** |

Twyning made a motion seconded by Marquardt to approve the meeting agenda dated 3/12/2024. 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 General Meeting Minutes dated 02/27/24.

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

### **Expense Approval Report** |

Twyning made a motion seconded by Marquardt to approve expenses for 02/28/24 -3/12/2024.

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

Discussion: None

Income Statement for February 2024 | Discussion | None

**Glenn Green Annexation** | Discussion | Mayor Morris attended the meeting for discussion in regards to the letter from the City of Belvidere to the Belvidere Township Park District dated 3/6/24 regarding pre-annexation. The letter included requests from the Park District to be included in the agreement. The current agreement will expire in 2025; The proposed annexation will be a benefit to the City of Belvidere and other taxing bodies of Belvidere. The Board in agreement to have Mayor Morris create a draft from the City of Belvidere of the agreement for Board review.

**Board Correspondence** | None

**Public Input** | None

### **Staff reports** |

- Executive Director Report – Jen Jacky;  
Discussion: Eagle Scout project was approved and is moving forward.
- Administrative Service Report – Melissa Merkel;  
Discussion: Spanish forms project is progressing; Cyber Security training and seminars; will need to address tablets and cyber security in the future for the Park District.
- Marketing Report – No Report  
Discussion: None
- Parks & Recreation Report – Jonathan Cudzewicz;  
Discussion: Attending training for Playground Certification
- Superintendent of Recreation Report – Aly Graham  
Discussion: Rec Mobile update

### **Unfinished Business** |

Executive Director Goals | Jacky drafting goals with input from Board for review at the next scheduled meeting.

**New Business** |

Lamp Construction & Williams Architects | Presentation

Discussion | Future Aquatics for Belvidere Township Park District

Goals | Establish programming and preliminary budget including site evaluation, conceptual design development, opinion of probable cost and opinion of operational cost. Board in agreement for regular meetings with staff and the Board for updates.

Award 2024 Mowing Contract | Jacky

Twyning made a motion seconded by Nord to award Lawn Maintenance Services the 2024 mowing contract. Twyning withdrew motion and Nord withdrew motion.

Twyning made a motion seconded by Nord to award the 2024 mowing contract to Lawn Maintenance Services at a cost not to exceed \$58,000.00.

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

**Meeting adjournment** | There being nothing further to come before the board the meeting was adjourned at 6:24 p.m.

Respectfully submitted

Teri Becker