

# BOARD MEETING MINUTES

## BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

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**Meeting Date:** 8/12/2025      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, Amber Rangel, and Gary Thacker.    Absent: None

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

Absent: None

**Meeting agenda** |

Marquardt made a motion seconded by Rangel to approve the meeting agenda dated 8/12/25. A voice vote was taken with all voting yes. Motion carried.      Discussion | None

**Approval of meeting minutes** |

Marquardt made a motion seconded by Nord to approve the General Meeting Minutes dated 06/10/25. A voice vote was taken with all voting yes. Motion carried.      Discussion | None

**Expense Approval Report** |

Nord made a motion seconded by Rangel to approve the expense report from 06/06/2025 to 08/07/2025. A roll call vote was taken with all voting yes. Motion carried. Discussion | None

**Income Statement** | June 2025 and July 2025 | Discussion | None

Marquardt made a motion seconded by Nord to approve to file for audit the Income Statements ending 6/30/25 and 7/31/25. A roll call vote was taken with all voting yes. Motion carried. Discussion | None

**2024 Audit Presentation** | Lucas Group | Discussion | None

**Riverside Ice Arena Project** | Update | DPI Construction | Discussion | Soil sampling update; project timeline update.

**Board Correspondence** | None

**Staff reports** |

- Executive Director Report – Jen Jacky  
Discussion: Glenn Green Murals Ribbon Cutting 8/14/25; Aberdeen Ribbon Cutting 8/28/25; IDOT update; Beaver Creek concerns; Village of Poplar Grove collaboration
- Administrative Service Report – Melissa Merkel | Discussion | None
- Parks & Recreation Report – Tony Williams | Discussion: Disc Golf Park; Cottonwood
- Superintendent of Recreation Report – Aly Graham Discussion | None

**Unfinished Business** | None

**New Business** |

→Mill Race Inlet Area Sediment Removal | Jacky

Rangel made a motion seconded by Marquardt to approve the proposal from Northern Illinois Service Co. for the removal of inlet area sediment from the mill race, in an amount not to exceed \$56,900.00. A roll call vote was taken with all voting yes. Motion carried.

Discussion | None

→Glenn H. Green Open Space Playground Proposal | Jacky

Discussion | ADA Accessibility and activities

Nord made a motion seconded by Thacker to approve the Glenn H. Green Open Space Playground project through Game Time, including equipment not to exceed \$109,556.21 and

surfacing and installation not to exceed \$51,960.00. A roll call vote was taken with (1) voting No (Marquardt) and 4 voting yes. Motion carried. Discussion | None

→Tree Maintenance Agreement-Illinois Community Canopy Tree Planting Grant | Jacky

Discussion | Maintenance of the program

Rangel made a motion seconded by Marquardt to approve the tree maintenance agreement between the City of Belvidere and the Belvidere Township Park District for the Illinois Community Canopy Tree Planting Grant.

A roll call vote was taken with all voting yes. Motion carried. Discussion | None

→Updated Safety Policy 631 | Park Department Footwear Policy | Jacky

Discussion | Updated to be user friendly

Nord made a motion seconded by Rangel to approve the updated Safety Policy 631 – Parks Department Footwear Policy as presented on 8/12/2025.

A roll call vote was taken with all voting yes. Motion carried. Discussion | None

### **Closed (Executive) Session**

Nord made a motion seconded by Marquardt to enter into closed session at 5:57 p.m. under the following acts:

Act 5 ILCS 120/2c(21) | Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes.

### **Open Session**

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 6:00 p.m. by Daniel Noble.

**Roll call** | was taken; In attendance: Mary Marquardt, Daniel Noble, Amy Nord, Amber Rangel, and Gary Thacker. Absent: None

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

Absent: None

→Nord made a motion seconded by Rangel to approve and not release the closed session meeting minutes dated 2/11/25. Discussion | None

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 6:01 p.m.

Respectfully submitted  
Teri Becker