

BOARD MEETING MINUTES

BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

Meeting Date: 11/10/2025 Time: 5:07 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 Amy Nord.

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

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

Absent: None

Meeting agenda |

Rangel made a motion seconded by Thacker to approve the general meeting agenda dated 11/10/25.

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

Discussion | None

Approval of meeting minutes |

Rangel made a motion seconded by Marquardt to approve the General Meeting Minutes dated 10/28/25. A voice vote was taken with all voting yes.

Motion carried. Discussion | None

Rangel made a motion seconded by Marquardt to approve the Public Hearing Meeting Minutes dated 10/28/25. A voice vote was taken with all voting yes.

Motion carried. Discussion | None

Expense Approval Report |

Marquardt made a motion seconded by Rangel to approve the expense report from 10/24/2025 to 11/04/2025. A roll call vote was taken with all voting yes. Motion carried. Discussion | None

Income Statement | October 2025 Statements Discussion | None

Ordinance No. 25-11-10 General Obligation Bond Limited Tax Park Bonds Series 2025

Presentation/Discussion | Mike with Baird | Review of bids for purchase

Rangel made a motion seconded by Marquardt to adopt Ordinance No. 25-11-10 regarding the General Limited Tax Park Bond, Series 2025. Bonds will be sold to Time Bank in the amount of \$1,335,000 with an interest rate of 3.16%. A roll call vote was taken with all voting yes.

Motion carried. Discussion | None

Board Correspondence | None

Public Input | None

Staff reports |

- Executive Director Report – Jen Jacky
Discussion | City meeting on Forestry Grants
- Administrative Service Report – Melissa Merkel | Discussion | Automated payment program
- Parks & Recreation Report – Tony Williams | Discussion: Maintenance update; Snow sculpture update
- Superintendent of Recreation Report – Aly Graham Discussion | Social media update

Unfinished Business |

→Ordinance No. 25-12-09A Budget and Appropriation Ordinance | Jacky

Discussion | Update based on bond proceeds

→Ordinance No. 25-12-09B 2025 Tax Levy for the Fiscal Year 2026 | Jacky | Discussion | None

New Business |

→Policy 117 Competitive Bid Policy | Jacky_ | Discussion | Update to new Illinois requirements
Rangel made a motion seconded by Thacker to adopt the updated Policy 117 Competitive Bidding to mirror new Illinois requirements.

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

Discussion | None

→Reallocation of FY 2025 Capital Improvement Plan Funds | Jacky

Discussion | Review of capital budget and fund reallocation

Rangel made a motion seconded by Marquardt to approve a fourth quarter reallocation of funds for the proposed projects and supplies in the FY 25 capital improvement fund.

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

Discussion | None

→Canon Contract | Merkel | Discussion | Current copiers reaching end of life. Benefits of new program and current cost comparison.

Rangel made a motion seconded by Marquardt to approve a 63-month copier lease agreement with Canon Solutions America, for the monthly payment of \$1,692.88 and authorize the Superintendent of Administrative Services to execute the necessary documents.

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

Discussion | None

→2026 Board Meeting Schedule | Jacky_ | Discussion | None

Thacker made a motion seconded by Marquardt to adopt the 2026 Board Meeting Dates as presented.

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

Discussion | None

Closed (Executive) Session None

Meeting adjournment | There being nothing further to come before the board the meeting was adjourned at 5:39 p.m.

Respectfully Submitted
Teri Becker