

Belvidere Township Park District
Board Meeting
January 10, 2017

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:12 p.m. Roll call was taken. Those present were Sam an, John Ackman, Jean Twyning and Mary Marquardt. Eric Dahl was absent. Also present were Dan Roddewig, Mark Pentecost, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the January 10, 2017 meeting agenda, seconded by John Ackman. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Jean Twyning made a motion to approve the December 13, 2016 meeting minutes, seconded by John Ackman. A voice vote was taken with all voting yes. Motion carried.

Financial Report

Debbie Kent provided a financial report showing December 2016 revenue and park district cash balances as of December 31, 2016.

There was a question on the \$9599.44 income under miscellaneous. \$8800.00 of that was reimbursement from PDRMA for property damage to the surveillance camera system at Doty Park caused by lightning.

We received a check for \$17,835.93 from the City of Belvidere for impact fees.

Doty Park income for December was \$13,124.50. This is from rentals, lessons, passes and point-of-sale.

Bills for Payment

There were several bills related to Doty Park. Staff explained which bills were capital vs ongoing expenses.

Jean Twyning made a motion to approve the bills from December 1 – December 31, 2016, seconded by John Ackman. A voice vote was taken with all voting yes. Motion carried.

Director's Report

Dan Roddewig circulated information from the City of Belvidere Building and Planning Department. This is for a new restaurant, Little Caesars, located at 1201 N. State Street, Belvidere.

Boone County Housing Authority sent us a brochure celebrating 70 years serving families in Boone County, Illinois with affordable, safe housing. The Belvidere Park District was listed as a key partner for the programs that we offer to the community.

January 10, 2017

Page 2

Dan submitted all the documentation to the Illinois Department of Natural Resources to get our reimbursement on the Doty Park project. The grant administrator will be here on Thursday, January 19th for an on-site inspection.

Burbach Aquatics continues to work on the Phase 1 evaluation of the William Grady Pool. It should be ready in February.

Operations Report

Mark Pentecost mentioned the shelter at Bob's Park has been ordered. The installation and construction of it will be done with in-house staff.

Several of the staff will be attending the Illinois Parks and Recreation State Conference January 19-20.

The board asked about the rental of the trailer from Mod Space at Doty Park. Mark did research renting from other companies, but Mod Space offered the most competitive price.

Mark provided a copy of the Safety Committee's Mission Statement along with the function and operating procedures of the committee. In the past, there have been concerns of the committee having the ability to make recommendations and enforce policies and where to go to file a concern. Staff is working on a process that will be put in place.

Human Resource Report

Kim Kirkpatrick announced that Kara Schweitzer has accepted the offer to be our Special Recreation Supervisor-Specialty Programs. She started Monday, January 9th.

Copier Lease Agreement

Impact Networking is the current company that maintains our 3 main copy machines. They recently did an assessment to see if they could save the district money.

The park district currently has 3 separate maintenance agreements with Impact Networking and is paying an average of \$2,086.93 per month, based on the past year's actual usage and overages. Each device has its own allowances and overage fees.

Their recommendation is to replace the copier at Rivers Edge with a brand new one, replace the copier at the administration office with a brand new one and the current copier at the administration office will go to NASR.

All three devices will share a bundled allowance and there will only be two overage rates, one for B&W and one for color.

The lease/maintenance agreement would be for 5 years and the average monthly costs would be \$1744.98. This is a \$341.95 monthly savings or \$20,517.00 over the five years. In addition, Impact Networking will issue the park district a \$4,000.00 check to cover the cost of owned devices and will also waive a Network

January 10, 2017

Page 3

Assessment fee of \$1500.00. This is for Impact to do an assessment of all our computers and network so they provide us a quote for IT services.

Jean Twyning made a motion to approve the 5-year lease agreement with Impact Networking, seconded by John Ackman. A roll call vote was taken with all voting yes. Motion carried.

Baltic Mill-Race Stewardship Agreement

Bluestem Ecological Services provided a proposal for a 1 year maintenance agreement for maintaining 42 native pods along the mill race. The agreement includes herbicide treatment, brush clearing when needed, mowing and burn prep and burning. For an additional fee they will do additional seeding as needed.

Jean Twyning made a motion to approve the maintenance agreement for 42 native pods along the mill race, for the 2017 season, for the cost of \$4,600.00 with a \$700.00 option for any additional seeding, if needed, seconded by John Ackman. A roll call vote was taken with all voting yes. Motion carried.

There being no further business the meeting adjourned at 6:07 p.m.

Submitted by

Debbie Kent