

Belvidere Township Park District
Board Meeting
February 14, 2017

Minutes

The Belvidere Township Park District Board of Commissioners Board Meeting was called to order at 5:04 p.m. Roll call was taken. Those present were Sam An, Eric Dahl, John Ackman, Jean Twyning and Mary Marquardt. Also present were Dan Roddewig, Mark Pentecost, Jonathan Cudzewicz, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the February 14, 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 January 10, 2017 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 January 2017 income and park district cash balances as of January 31, 2017.

Bills for Payment

Jean Twyning made a motion to approve the bills from January 1 – January 31, 2017, seconded by John Ackman. A voice vote was taken with all voting yes. Motion carried.

Director's Report

Dan Roddewig circulated an invitation from the Boone County Conservation District to help with the Long Prairie Trail Cleanup on Saturday, April 22, 2017 from 8:00 a.m. – 2:00 p.m. Anyone interested should contact the Boone County Conservation District.

Dan provided an Operating Statement as of December 31, 2016. These are unaudited balances. He also put together a revenue/expenditure comparison report for 2015/2016. The program areas included Preschool, Camp, Adult Athletics, Youth Athletics, Youth, 3rd Base, Special Events, Pool, Swim Lessons, Adult, Fitness, Doty Park, Prairie Fields, Rivers Edge and Affiliate.

We received a notice from Insite RE, Inc. acting as an agent for Central States Tower, informing us they were leasing property to Verizon Wireless to build a 160 foot wireless antenna facility on the property located at 1500 US Route 20, Belvidere. This will be across the street from the Glenn Green property.

Operations Report

Mark Pentecost asked Katie Humphrey to introduce the new Special Recreation Supervisor. Kara Schweitzer started with the park district on February 9, 2017. Kara has a Master of Arts Degree in Therapeutic Recreation from the University of Iowa and is a Certified Therapeutic Recreation Specialist.

Mark recently met with our Waste Management account manager to discuss the contract renewal options and customer service. If the park district was to choose a 3 year option the price would be dropped substantially. It was the consensus of the board for Mark to continue negotiations for the 3 year contract.

There are two dates that staff is considering for the opening at Glenn Green. The opening ceremony would be on May 9th or May 23rd and could be before, during or after the board meeting.

Mark has been working with staff to create a more consistent operational standard for rentals throughout the district. He would like to remove the non-resident rates from the rental structure and simply have one rental fee. Facilities affected would be Rivers Edge Recreation Center, gymnasiums, birthday parties at the pool and Rivers Edge, Riverside Ice Arena and the Baltic Mill. In the event the park district closes a facility for any reason, the customer would be refunded 100%. Another change would be to eliminate deposits and require full payment at the time of rentals. Mark will bring a finalized policy back to the board for adoption.

Human Resource Report

Kim Kirkpatrick invited the board to the Family Night at the Rink on Thursday, March 2nd from 6:00 – 9:00 p.m.

Some employees have been experiencing difficulties with our health insurance. Kim and Dan Roddewig met with Tim Knauf on Friday, January 20th to discuss our options. They decided to request quotes from various companies to see what kind of premium we would be looking at. Depending on the results, another option would be for the district to put more money towards the premium instead of the self-funding portion.

Beggin Tipp Lamm 2016 Audit

Jean Twyning made a motion to approve the letter of understanding with Beggin Tipp Lamm for the Belvidere Park District's 2016 audit, seconded by John Ackman. A voice vote was taken. Jean Twyning, Sam An, John Ackman and Eric Dahl voted yes. Mary Marquardt voted no. Motion carried.

Purchase of a Ford Pickup Truck

The truck is being purchased through the State of Illinois Procurement Program which allows the park district to get the best pricing available.

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The purchase of this vehicle follows our replacement plan and will replace the 1994 Chevy Sports Van.

Jean Twyning made a motion to approve the purchase of one 2017 Ford F250 pickup truck for the total cost of \$27,899.00, seconded by Eric Dahl. A roll call vote was taken with all voting yes. Motion carried.

Executive Session

At 5:30 p.m. Jean Twyning made a motion to convene into executive session under Section 2(C)(3) of the Open Meetings Act for the purpose of discussion of the selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office, or the discipline, performance or removal of the occupant of a public office, seconded by John Ackman. A roll call vote was taken with all voting yes. Motion carried.

At 6:56 p.m. regular session reconvened. Roll call was taken. Those present were Eric Dahl, John Ackman, Sam An and Mary Marquardt. Also present was Dan Roddewig.

No action was taken as a result of executive session.

The meeting adjourned at 6:57 p.m.

Submitted by

Debbie Kent