

Belvidere Township Park District
Board Meeting
May 8, 2018

Minutes

Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:07 p.m. Roll call was taken. Those present were Sam An, Eric Dahl, Paul McCaffrey, Jean Twyning and Mary Marquardt. Also present were Mark Pentecost, Todd Bex, Rick Wulbecker, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the May 8, 2018 meeting agenda, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Jean Twyning made a motion to approve the April 24, 2018 meeting minutes, seconded by Eric Dahl. A voice vote was taken with all voting yes. Motion carried.

Financial Report

Debbie Kent presented the financial report showing April income and park district cash balances as of April 30, 2018. There is a CD maturing on May 10, 2018 in the amount of \$225,000.00. We are not going to renew the CD and will be deposited into the checking account.

Bills for Payment

There was a question on the bill from International Payment Solutions. This is the fee for our credit card transactions that we pay to the processor.

The payment to Illinois Government Finance Office was for a meeting to discuss the tax levy and extension.

Jean Twyning made a motion to approve the bills from April 1-30, 2018, seconded by Eric Dahl. A voice vote was taken with all voting yes. Motion carried.

Board Correspondence

There was no board correspondence received.

Public Input

There was no one present for public input.

Director's Report

Mark Pentecost has been approached by 104.9 The X and they are interested in holding a bags tournament in the area behind Rivers Edge Recreation Center. They would like to have alcohol at the event.

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The board had no objections but suggested they only serve beer and wine, no spirits. Staff will work with PDRMA and Attorney Scheurich to make sure that all the proper documentation is signed and turned in. The board agreed for staff to negotiate with 104.9 for the event.

Mark circulated a news release from the Rockford Park District. They will be holding several public meeting at different locations throughout Rockford/Loves Park to get the community involved in their master plan process.

Our next master plan meeting is May 22, 2018. Originally, the master plan topic for that meeting was "Parks" and the July 24, 2018 master plan topic was "Facilities". Mark would like to combine the discussion of parks and facilities into one meeting on May 22nd.

On April 26, 2018, Mary Marquardt, Attorney Scheurich, Mark Pentecost met with Boone County Clerk Julie Stapler, Boone County Treasurer Curt Newport, and Boone County State's Attorney Trisha Smith to discuss omission of the extension of the 2017 General Obligation Belvidere Park Bond Levy from the overall Belvidere Park Levy for taxes payable in 2018.

The extension of the 2017 Series General Obligation Park Bond Levy was filed with the County Clerk's office. The Park retains a certificate of this filing, signed and sealed by Julie Stapler's Deputy Clerk on December 1, 2017. However, the extension did not appear on the Boone County property tax bill resulting in the loss of \$1,092,200 payable in 2018 tax revenue to the Belvidere Park District.

County Clerk, Julie Stapler and Boone County States Attorney, Trisha Smith stated that language in the State Revenue Code-Section 35 ILCS 200/14-40 and 35 ILCS 200/23-40 supports re-capture of tax revenue lost due to an administrative error. (See attached e-mail dated 4/26/18)

Belvidere Park District requested the meeting to ask about the process going forward to ensure this error does not happen again. The States Attorney stated that the park district has no proof that Levy Ordinance 17-11-01 was filed. The States Attorney and County Clerk accept no responsibility for this administrative error. The County Treasurer suggested that we not mention it and delay saying anything until next spring, at which time they feel the park district should make a public statement and they want to approve it before it is released.

The Belvidere Park District Board does not accept that the County Clerk, County Treasurer and/or States Attorney need to approve any communication from the park district concerning the issue of failure to extend Series 2017 General Obligation Levy. Our minutes will serve as our public record.

The Belvidere Park District Executive Director will continue to explore this issue to insure proper filing of 2018 levy and extension including recovery of 2017 Bond and Interest taxes due in 2019.

Superintendent of Parks Report

Todd Bex was very pleased with the Comcast Cares day for Boone County. Staff and volunteers did a great job cleaning up at Red Horse and Mary Bracken properties. The local grange is looking for a project and has offered to do a volunteer cleanup.

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Robert and Bethany Thompson have approached the park district in regards to renting the Log Cabin to operate a bait shop in Belvidere Park. They are willing to pay rent and 50% of their proceeds. Staff feels setting a flat fee would be the best way to go. There is no water in the log cabin so staff will have to work out a way to get water there for their minnow tanks.

Recreation Report

Rick Wulbecker, Superintendent of Recreation, started on Monday, April 30th. He has been spending time getting to know the recreation staff and their job responsibilities.

He is also working on the recreation portion of the PDRMA Loss Control Review.

Human Resource Report

Kim Kirkpatrick commented that the orientation for the pool staff is done. Camp staff orientation is scheduled for Saturday, May 19th.

William Grady Pool Update

The next meeting for public input to discuss the William Grady Pool is scheduled for June 26th.

Professional Services for Aberdeen Park Parking Lot

Jean Twyning made a motion to remove the proposal for professional services for Aberdeen Park from the table, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

Todd Bex explained there are 3 primary reasons for the redevelopment of the parking lot. 1) It is not ADA compliant, 2) The entrance off of Orth Road is not safe and 3) The islands make it difficult when snow plowing.

Jean Twyning made a motion to accept the agreement for professional services with Missman, Inc. not to exceed \$5619.00, seconded by Eric Dahl. A roll call vote was taken with all voting yes. Motion carried.

NASR 2017 Annual Report

Katie Humphrey presented the 2017 annual report. The report included Cooperative Events with Freeport and Rockford Park Districts, Belvidere Trips, Special Olympics, Specialty Programs, Club Horizon (daily after school program), Camp Horizon (Summer Day Camp), Leisure Education programs and New Horizon (Adult Day Program).

The 2017 participation in the community showed the majority of participants coming from Belvidere and Poplar Grove.

Goals for 2018 include redoing the sensory room to add more textile and manipulative items, continue working with other staff for Inclusion programs and offering Leisure Education in the North Boone area.

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Election of Officers

Commissioner Marquardt stepped down from the chair for the election of officers. Mark Pentecost asked officers if they would like to remain in their current positions and all agreed.

Paul McCaffrey made a motion to elect Mary Marquardt as President, Jean Twyning as Vice-President and Paul McCaffrey as Secretary, Sam An as Treasurer and Eric Dahl as Sergeant at Arms, seconded by Eric Dahl. A roll call vote was taken with all voting yes. Motion carried.

Appointments

The Belvidere Township Park District appoints representatives to the Board of Directors for the Parks and Conservation Foundation, Boone County Arts Council and the Community Building Complex.

Currently, Jean Twyning is serving a 2-year term on the Boone County Arts Council, which expires this month; Katie Humphrey is serving a 3-year term on the Community Building Complex Committee, which expires this June.

Mary Marquardt and Mark Pentecost are on the Parks and Conservation Foundation which is a one-year term.

All agreed to continue their appointments.

There being no further business the meeting adjourned at 7:00 p.m.

Submitted by
Debbie Kent