

Belvidere Township Park District
Board Meeting
June 26, 2018

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:09 p.m. Roll call was taken. Those present were Sam An, Eric Dahl, Paul McCaffrey and Mary Marquardt. Jean Twyning was absent. Also present were Mark Pentecost, Todd Bex, Rick Wulbecker and Debbie Kent.

Meeting Agenda

Eric Dahl made a motion to approve the June 26, 2018 meeting agenda, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Eric Dahl made a motion to approve the June 12, 2018 meeting minutes, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

Board Correspondence

There was no board correspondence.

Public Input

There was no one present for public input.

Director's Report

Mark Pentecost and Todd Bex are working with the OSF Foundation on the donation recognition wall. The corporation has changed the design and only wants to have their logo on the wall. Staff is working with them to try and incorporate the Belvidere Park District logo, but have not seen the design yet. The district is holding their check until we have a clear agreement.

Mark has met with the district auditors to discuss the impact of the \$1,092,000 shortfall in the bond and interest fund. They feel we could borrow from our Capital Projects Fund and unassigned funds in the Corporate Fund.

Mark also met with the former CEO at Rock Valley College as he has experienced this same scenario.

Commissioner Marquardt suggested that Mark contact Attorney Peter Murphy with the Illinois Association of Park Districts to see if there has been other park districts that have experienced this and 1) what was their outcome, 2) were they successful in recovering the lost revenue and 3) what was the timeframe involved.

At this time, Mark is considering extending our debt with the school district or selling another bond.

Mark has met with John Cook on the Doty Park entrance path system project. In addition, during the development of Doty Park, the detention/retention areas were over calculated. Staff would like to know if we could fill some of that back in to get back land for additional parking or to keep as greenspace.

Superintendent of Parks Report

Todd Bex informed the board that there were three other park districts (Huntley, Marengo and Genoa) that had to close their pools on Friday, June 1st due to water clarity.

Staff has met with Jon Critchfield and has asked him to submit a proposal by June 30th to finish the Indian pieces and a bill for the work he has already done. If we do not receive a proposal from him, staff will find another source to finish them.

Staff received a structural assessment from Tylk Gustafson Reckers Wilson Andrews, LLC on the Baltic Mill. During the master plan facility discussions the board and staff can discuss the goals and objectives for the structure.

Superintendent of Recreation Report

Rick Wulbecker and staff met with PDRMA for the Loss Control Review for the aquatics department. The next review will be for the Recreation Department on June 29th.

The district participated in the Fitness Fair at the Belvidere Assembly Plant on Thursday, June 21st. The Recreation and Special Recreation staff participated to promote programs, events and facilities offered by the park district.

Human Resource Report

Kim Kirkpatrick is on vacation. She will be back on Monday, July 2nd.

William Grady Pool

No additional updates.

2017 Audit Report

Luke Beggin with Beggin Tipp Lamm was present to discuss the 2017 Financial Audit. A couple of pages he highlighted were Page 15 which is the balance sheet for all governmental funds and Page 17 the Statement of revenues, expenditures and changes in fund balances.

One of the restricted funds is Working Cash. It has been on the books for years. The board asked if the district could get rid of that so the funds could be used in another area. If the district were to abolish the working cash, we could not levy for it for another 10 years. Luke will check on the legal aspects and how to go about abolishing the funds.

Beggin Tipp Lamm provided a letter to the Board of Commissioners on any significant audit findings, difficulties encountered in performing the audit, corrected and uncorrected misstatements and disagreements with management. There were no significant findings or difficulties except for Internal Controls.

The second letter is the Management Internal Control letter identifying any significant deficiencies. The Segregation of Duties remains a significant deficiency. They recognize that the District is not large enough to make the employment of additional persons for the purpose of segregation of duties. However, they are required under professional responsibilities to bring this matter to the districts attention.

Updated Schedule of Topics for Master Planning

Mark provided an updated list of dates, topics and statue for Master Planning. The next master planning meeting will be July 24, 2018 for Recreation. Special Recreation will be on August 28, 2018 followed by Parks and Facilities on September 25, 2018.

Revised Fitness Court Project Design/Donation Recognition

Eric Dahl made a motion to table the Revised Fitness Court Project Design, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

There being no further business, the meeting adjourned at 6:50 p.m.

Submitted by
Debbie Kent