

Belvidere Township Park District
Board Meeting
September 25, 2018

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:02 p.m. Roll call was taken. Those present were Sam An, Eric Dahl, Jean Twyning and Mary Marquardt. Paul McCaffrey was absent. Also present were Mark Pentecost, Rick Wulbecker, Todd Bex and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the September 25, 2018 meeting agenda, seconded by Eric Dahl. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Jean Twyning made a motion to approve the September 11, 2018 meeting minutes, 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

No one was present for public input.

Director's Report

Mark Pentecost asked if the board was open to departments providing board reports only at the first meeting each month. This will make the reports more substantial and will be more effective with everyone's time. The board was okay with this change and this will start in October 2018. Commissioner Sam An asked why we have two board meetings a month. The first board meeting of the month has been dedicated to action items and the second meeting is more of a workshop. Going to one meeting a month could delay the approval of items that need action.

Recreation Report

Rick Wulbecker advised the board that the district received a check from PDRMA for \$2700. This is because the district received "exceeds" on all of the audits done at the pool by Jeff Ellis and Associates.

Staff and Commissioners have received a lot of positive comments from the community on the Outdoor Fitness Grand Opening.

Katie Humphrey reported the NASR annual vacation trip is to Pittsburgh, PA from September 24-28. They will be taking in the sites of Pittsburgh including visiting some museums as well as taking a ride on the Duquesne Incline, which is a cable car that will take you to an observation deck to view downtown Pittsburgh.

Parks Report

Todd Bex reported the benches have been installed at the Bocce Ball courts and staff is still waiting for the scoreboards and signs. The board will tour the courts before the board meeting on October 9th.

One of the infant swings at Bob's Park had to be replaced after a 14 year old male got stuck in the swing and could not get out. It was cutting off his circulation and the fire department was called to cut him out.

Human Resource Report

Kim Kirkpatrick was absent. She is attending a SHRM conference.

Resolution for Boards consideration to receive a land donation

This item will remain tabled.

Discussion about the Boone County Comprehensive Plan

Sherry Branson, Boone County Board Member, was present to discuss the Boone County Comprehensive Plan and the future land use being proposed for an Industrial Business Park south of the Chrysler Plant between Wheeler Road and Fern Hill Road.

The board has until October 31, 2018 to submit feedback on the comprehensive plan.

Sherry encouraged the board to ask for a greenspace buffer that would transition into the rural areas. Without some type of a buffer, this could have a large impact on Karr Subdivision, Clark Subdivision, Fern Hill Subdivision and any future residential development.

There needs to be something in place and included in the plan prior to any industrial development.

Mark will write a letter to the County and suggest that green space needs to be allotted outside of our jurisdiction. Sherry also suggested that Mark Pentecost approach the Administrative Committee and talk with Marshall Newhouse.

Resolution of Intent to sell \$1,090.00 General Obligation Park Bonds

Staff is proposing a bond sale of \$1,090,000.00. The bond proceeds will be used to make the principal and interest payments on the 2012 Alternate Revenue Source General Obligation Park bond in the amount of \$503,875.00, Glenn Green Trust Installment Contract \$103,831.89 and the remaining \$482,293.11 will fund our annual capital improvements program for 2018.

Jean Twyning made a motion to approve the bond sale intent resolution 18-9-1, seconded by Sam An. A roll call vote was taken with all voting yes. Motion carried.

At 5:25 p.m. the board took a 10 minute recess.

Master Planning Discussion-Parks and Facilities

Todd presented the proposed changes in the Master Plan Section XV. Plan Recommendation, Item D. Facility Recommendations. He went through each item and highlighted the items with significant changes.

Some discussion points included:

- Capital Improvements Program (CIP)

Added language that replacement schedules should include but not be limited to vehicles, equipment, playgrounds, paving and seal coating, shelter replacement and HVAC units in all facilities. Site planning of current and future property acquisitions should be included as part of the District CIP program.

- Develop a new Prairie Fields Sports Park Master Plan. Look into solar/wind lighting along the pathways at Prairie Fields.
- Determine the future aquatic needs of the district.
- The District must master plan the future use of the Mill and its intended use.
- Acquire Park Sites through the land/cash ordinance which will benefit the community as a whole and which will conform to the mission and standards of the district.
- Develop a site plan for the future need of Belvidere Special Recreation facility.
- Add item 17 to develop a paving replacement schedule to include all sport courts, pathways, streets and parking lots with the addition of sealcoating and striping as a part of the districts CIP.
- Add item 18 to develop a playground replacement schedule which would be incorporated into our CIP based on need and age of the playground. (Refer to the appendix)
- Add item 19 to develop a site plan for future use of the Locust Street maintenance building. Continue the build out of the previously developed site plan for the Revlon Maintenance building, including utility consolidation.
- River Bank Stabilization: Develop a plan in conjunction with the Army Corp and IDNR for bank stabilization in Belvidere Park and Hickory Bills to reduce bank erosion.
- District Wide Tree Inventory: The district should develop a comprehensive tree inventory of all parks to include the location, species, size and hazard assessment. Todd has received one quote to date.

Executive Session

At 7:50 p.m. Jean Twyning made a motion to go into Executive Session under Section 2 (C)(1) of the Open Meetings Act for the purpose of discussion of the purchase or lease of real property for the use of the district, seconded by Eric Dahl. A roll call vote was taken with all voting yes. Motion carried.

At 8:01 p.m. regular session reconvened. Roll call was taken. Those present were Sam An, Eric Dahl, Jean Twyning and Mary Marquardt. Also present were Mark Pentecost, Rick Wulbecker, Todd Bex and Debbie Kent.

There was no action taken as a result of Executive Session.

There being no further business the meeting adjourned at 8:02 p.m.

Submitted by
Debbie Kent