

Belvidere Township Park District
Board Meeting
January 12, 2021

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:05 p.m. Roll call was taken. Those present were Mary Marquardt, Jean Twyning, Sam An and Mark Muccianti. Paul McCaffrey was absent. Also present were Mark Pentecost, Todd Bex, Rick Wulbecker, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the January 12, 2021 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 December 8, 2020 meeting minutes, seconded by Sam An. A voice vote was taken with Jean Twyning, Sam An and Mark Muccianti voting yes. Mary Marquardt voted no. Motion carried.

Financial Report

Debbie Kent provided the financial report showing December 2020 income and park district cash balances as of December 31, 2020.

Bills for Payment

There was a question on the invoice to Walmart for an amplifier at Doty Ice Rink for \$795.80.

Jean Twyning made a motion to approve the bills for December 2020, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Board Correspondence

Mark Muccianti commented on a Belvidere Park District Photo Contest that he saw on Facebook organized by an individual. Mark Pentecost asked if Mark Muccianti could forward him a copy.

Public Input

The board meeting was made available via Zoom for the public. There was no one present for public input.

Director's Report

Mark Pentecost advised the board that the County did take action to suspend impact fees for two years to see what the impact is on housing development.

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Mark is waiting for a proposal from Perkins & Will from Chicago to conduct a feasibility study on an Aquatics Center and possibly a Recreation Center.

Mark provided the board with a copy of the full IAPD Statewide Compilation of Tax Levy and Employment Data for all Illinois Park Districts published in September 2020. The Belvidere Park District is pretty much right in the middle (average) of a district that would represent a similar population base and EAV.

Superintendent of Recreation Report

Rick Wulbecker provided the board with a snapshot of each week of operation (revenue) at the Riverside Ice Arena from November 28, 2020 to January 2, 2021. The rink has been busy with rentals this year, especially with local indoor ice rink facilities being closed.

School District 100 is resuming in school classes on Tuesday, January 19, 2021. 3rd Base will be offered at all schools. Perry students will be bused to Rivers Edge Recreation Center.

Daddy Daughter Date Night is scheduled for Saturday, February 6th and will transition into a virtual dance.

Superintendent of Human Resource Report

Kim Kirkpatrick reported that the district is hiring a full-time Grounds Specialist to replace Michael Branson. Ads have been placed on our website, the Rockford Register Star, Illinois Park and Recreation, ZipRecruiter and the Workforce Connection. Staff is hoping to have this position filled by the end of February.

Superintendent of Parks Report

Todd Bex will be scheduling a conference call with Johnson Controls and Everything Ice to discuss and find a solution with the issues of the chillers at Riverside Ice Arena.

Superintendent of Administrative Services Report

Debbie Kent had nothing to add to her report.

First Draft of 2021 Appropriation Bill and Ordinance

Mark Pentecost provided the first draft of the Annual Appropriation Bill and Ordinance for board review. The ordinance must be adopted by the end of the first quarter and must be posted for public inspection for a minimum of 30 days prior to adoption.

The beginning fund balances (cash on hand) have increased, but these are unaudited balances. One area that Mark is still working on is salary allocations. He anticipates having it ready for adoption at the 2nd meeting in February 2021.

There was discussion of what part of the Appropriation Bill and Ordinance represents the districts revenue from fees and charges and the amount that is for operational expenses. Mark explained that approximately 1.4 million is revenue from fees and charges and 2.7 million is operational expenses.

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Staff had prepared the project/purchase communication logs for capital projects over \$24,999.00 for board review.

Discussion of 2021 Agency Goals and Objectives/Commissioner Input

Mark Pentecost wanted to give the board the opportunity for input on the Goals and Objectives they would like to see for 2021. Here is a list of some of the items suggested as Goals and Objectives:

- Data Analytics
- Community feedback-Establish 5 different avenues of reaching out to the community. Talk with other park districts that were successful in engaging feedback and determine what is a successful return percentage
- Work with partners in the community, including the Library, City, School District, YMCA, County
- Establish a 10-year Master Plan
- Relationship with NASR-Is what we are offering now the best for our community?
- Parks & Conservation Foundation-Improve relationship to better serve Belvidere Park District
- Work with the Arts Council on a formal agreement on development of a 12-month usage plan for the Baltic Mill
- Replace William Grady Pool with a new water facility through a successful referendum
- Develop master plans for all parks
- Work with the Chamber of Commerce
- Give Red Horse Bend to the Boone County Conservation District
- After the April 2021 election, work with Peter Murphy, Illinois Association of Park Districts to hold a workshop for the district on "how to be a board member."
- How to measure the success of a program

Commissioner Grove/Centennial Plaza Final Payment

The contracted work on the Commissioners Grove, renamed the Centennial Plaza, has been completed by Swedberg and Associates, Inc. They have presented an Application and Certificate for the 2nd and final payment of the project.

Jean Twynning made a motion to approve the 2nd and final application and certificate for payment in the amount of \$5,791.00 to Swedberg and Associates, Inc. for contracted work completed to date on the Commissioners Grove/Centennial Plaza Project, seconded by Sam An. A roll call vote was taken with all voting yes. Motion carried.

There being no further business, the meeting adjourned at 7:11 p.m.

Submitted by

Debbie Kent