

Belvidere Township Park District
Board Meeting
September 22, 2020

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, Sam An, Jean Twyning and Mark Muccianti. Absent was Paul McCaffrey. Also present were Mark Pentecost, Todd Bex, Rick Wulbecker, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the September 22, 2020 meeting agenda, seconded by Mary Marquardt. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Jean Twyning made a motion to approve the September 8, 2020 meeting minutes, seconded by Mary Marquardt. 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 commented that the Baltic Mill Committee should have a recommendation ready for the October 13, 2020 board meeting.

Staff will be conducting an open house style public input at Prairie Fields Sports Park on Tuesday, October 6th from 5:00-7:00 p.m. This is to get feedback from the public on the direction of Aquatics in Belvidere.

Mark provided the board with a conceptual design for the playground that will be a joint effort between the Lions Club and the park district. Mark gave the Lions Club the greenlight to start their fundraising for the project. The estimated total for the playground and ball diamond is \$750,000.00.

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Staff is taking additional precautions to ensure the best possible outcome for the District and individuals if someone is tested positive for Covid. Staff is required to wear masks at all times while indoors unless they meet the IDPH definition for exemption or while in their own offices. Mark asked that the board members wear masks during board meetings.

Mark has decided to not re-appropriate the 2020 budget and ordinance. The major reason is that programs for reimbursement of Covid related expenses continue to roll out and he doesn't want to compromise the District from qualifying if reimbursements become available.

Recreation Report

Rick Wulbecker provided the board with a Summer 2020 Recreation Program Recap. Covid-19 had a big impact on the Belvidere Park District. It affected what programs could be offered and how programs were to be offered. His report included programs that ran including the number of participants, revenue and expense totals. There were programs with no participants and most of the virtual programming did not run due to no registration.

2019 Audit Presentation

Ashlee Burnett and Luke Beggin were present to discuss the 2019 Belvidere Park District Audit.

Ashlee referred to the following pages:

- Page 13: Shows the Statement of Net Position with comparative totals for December 31, 2018.
- Page 14: Statement of Activities: includes program revenues and expenses and general revenues with comparative totals for December 31, 2018.
- Page 15: Government Funds: Assets, liabilities and fund balances for all funds.
- Page 17: Government Funds: Revenues, expenditures and the net change in fund balances for all funds.

The management letter provides the board with any deficiencies that were found. Segregation of Duties continues to be a significant deficiency and is common to an entity of our size. There were no significant audit matters, no difficulties encountered in performing the audit, no disagreements with management and no corrected or uncorrected misstatements.

Commissioner An asked what the overall health of the district was and how we compare to other park districts.

If commissioners wanted to compare our financial status with other park districts, it was suggested that they refer to individual park district websites for their financial information/audits.

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Resolution of Intent to Sell General Obligation Bonds

Mark Pentecost presented a resolution calling for a public hearing concerning the intent of the Board of Park Commissioners of the Belvidere Township Park District to sell \$1,140,000.00 General Obligation Park Bonds.

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 \$503,276.00 and the remaining \$636,724.00 will fund the district's capital improvement program for 2021.

- October 8, 2020 a notice for the Public Hearing will be published in the newspaper.
- October 27, 2020 the board will conduct a public hearing.
- November 24, 2020 board to approve the bond sale and adopts bond sale ordinance.
- December 1, 2020 staff will deliver bonds to the purchaser and deposit the funds in the park district account.

Jean Twyning made a motion to adopt the bond sale intent resolution 20-R-0902 Intent to sell General Obligation Park Bond, Series 2020 for the purpose of park district improvements, seconded by Mary Marquardt. A roll call vote was taken with all voting yes. Motion carried.

At 6:04 p.m. Mary Marquardt made a motion to adjourn, seconded by Jean Twyning. A voice vote was taken with all voting yes. Motion carried.

Submitted by
Debbie Kent