

Belvidere Township Park District
Board Meeting
October 27, 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 and Mark Muccianti. Paul McCaffrey arrived at 5:31 p.m. Jean Twyning absent. Also present were Mark Pentecost, Rick Wulbecker, Todd Bex, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Mary Marquardt made a motion to approve the October 27, 2020 meeting agenda, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Mary Marquardt made a motion to approve the October 13, 2020 meeting minutes, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Public Hearing

Mark Muccianti opened the Public Hearing at 5:06 p.m. for the intent to sell not-to-exceed \$1,140,000.00 in General Obligation Park Bonds.

There was no one present for the public hearing. Mark Muccianti closed the public hearing at 5:38 p.m.

Public Input

There was no one present for public input.

Director's Report

Mark Pentecost reported that the Aquatic Center Committee has completed its scheduled meetings and will have a final recommendation in November.

The Capital Improvements Committee met on Wednesday, October 21 to discuss the status of the 2020 capital improvement projects. Mark shared that information with the board. Most of the projects have been completed, two projects are in progress and three have been deferred to 2021. The committee also discussed capital improvement items being proposed for 2021.

Mark is preparing Requests for Proposal (RFP) for several consulting and professional service projects for 2021. This will include site planning for Prairie Fields and Winterroth Park's and conducting a fully revised and updated Master Plan and architectural services for the Baltic Mill.

Lease Approval Between Belvidere Township Park District and the Parks and Conservation Foundation

Sundstrand Park was deeded over to the Parks and Conservation Foundation in May 2020. The Parks and Conservation approved this transaction with the requirement that the park district enter a lease agreement to manage the property known as Sundstrand Park until the time it is deeded over to the park district.

Mary Marquardt made a motion to approve the lease with the Parks and Conservation Foundation, as presented, requiring the district to manage the property known as Sundstrand Park, seconded by Sam An. A roll call vote was taken with all voting yes. Motion carried.

Approval of Commissioner Grove Project

There were six bids received for the Centennial Plaza Project. The district budgeted \$90,000.00 for the project. Swedberg and Associates, Inc was the low bidder with a figure of \$67,550.00. In addition, the district received an engineered estimate from IMEG for \$58,453.00. In talking with the contractors who submitted bids and from experience, doing projects this time of year, there are added labor costs associated with cold weather conditions as well as material increases since IMEGs original estimate.

Todd Bex provided photos of the windmills. There are five different designs and are approximately 5 feet wide and 16-18 feet tall. John Beachum, Marketing Supervisor, is preparing interpretative signage as to what each item in the Plaza represents.

Mary Marquardt made a motion to approve the submitted bid by Swedberg and Associates, Inc. in the amount of \$67,550.00 for the completion of the Commissioners Grove Project renamed Centennial Plaza, seconded by Sam An. A roll call vote was taken with all voting yes. Motion carried.

Contract Extension with Jeff Ellis & Associates

In May 2020 the Belvidere Park District entered into an agreement with Jeff Ellis & Associates (JEM) to hire and manage lifeguards for the 2020 pool season. Due to Covid-19 the William Grady Pool was closed for the 2020 season. The addendum is to extend the agreement one additional year to include the 2021 operations including an updated operating calendar for 2021 and labor increases due to minimum wage increase.

Mary Marquardt made a motion to approve adopting the Jeff Ellis Management LLC Agreement Addendum for 2021, seconded by Sam An. A roll call vote was taken with all voting yes. Motion carried.

Bond Ordinance 20-10-01

This is an ordinance providing for the issue of not-to-exceed \$5,150,000 General Obligation Refunding Park Bonds (Alternate Revenue Source) of the Belvidere township Park District for the purpose of refunding certain outstanding alternate bonds.

The district's rating came in at AA3, which is a very attractive rating.

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Legal documents have been prepared and are ready to go to the market, including local banks. This will be a negotiated interest rate, so we won't know the rate until it goes to the market. This bond is not callable for 10 years.

Mark Pentecost is anticipating a final closing date of November 17, 2020.

Mary Marquardt made a motion to approve Ordinance 20-10-01 an ordinance providing the issue of not to exceed \$5,150,000 General Obligation Refunding Park bonds (alternate Revenue Source) of the district, seconded by Sam An. A roll call vote was taken with all voting yes. Motion carried.

Discussion of Alcohol Usage on Park District Property

The district's current ordinance states there is no alcohol allowed on park district property, but the Executive Director has the latitude to grant alcohol consumption for special events and occasions.

Commissioners agreed that they were not interested in selling alcohol due to the requirements of obtaining a license and having dram shop insurance, which both are costly.

Staff and the Board would need to consider the Pros and Cons and determine if it would be beneficial to the district.

It was suggested that this discussion be a part of the next master plan and discuss how the district would operate our facilities in the future.

Next Meeting Agenda Items

Mark Muccianti asked if the proposed 2021 budget information could be on the next agenda. Mark Pentecost is planning on having the 1st draft of the levy and budget ready for the November 10th board meeting

There being no further business the meeting adjourned at 6:30 p.m.

Submitted by
Debbie Kent