

BOARD MEETING MINUTES

BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

Meeting Date: 11/12/2024 Time: 5:00 P.M.

Meeting Location: Baltic Mill 920 W. Lincoln Avenue Belvidere, IL 61008

Meeting: Scheduled Board Meeting of Board of Commissioners of Belvidere Township Park District Boone County, IL

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:00 p.m. by Daniel Noble.

Roll call | was taken; In attendance: Mary Marquardt, Daniel Noble, Amy Nord, Gary Thacker and Jean Twyning

Absent: None

Those also in attendance were Jen Jacky, Melissa Merkel, Aly Graham, Jonathan Cudzewicz

Absent: None

Meeting agenda |

Twyning made a motion seconded by Marquardt to approve the meeting agenda dated 11/12/24.

A voice vote was taken with all voting yes. Motion carried.

Discussion | None

Approval of meeting minutes |

Twyning made a motion seconded by Nord to approve the General Meeting Minutes dated 10/22/24. A voice vote was taken with all voting yes. Motion carried.

Discussion | None

Expense Approval Report |

Nord made a motion seconded by Marquardt to approve the expense report from 10/23/2024 to 11/12/2024. A roll call vote was taken with all voting yes. Motion carried. Discussion | None

Income Statement | Merkel – October 2024 review

Board Correspondence | None

Public Input | None

Staff reports |

- Executive Director Report – Jen Jacky
Discussion: ADA Accommodation Request Form completed with assistance from Special Recreation Manager; \$2k community grant received
- Administrative Service Report – Melissa Merkel
Discussion: General Obligation Bond completed; Interest for October 2024 review
- Parks & Recreation Report – Jonathan Cudzewicz
Discussion: Employee Playground Certification achievement; Holiday season preparation
- Superintendent of Recreation Report – Aly Graham
Discussion: None

Unfinished Business |

→Aquatic Conceptual Design & Market Study | Jacky

Discussion | Leadership to meet with architects 11/15/24; Plan to meet with Board December or January with a basic design for review.

→Ordinance No. 24-12-10A | Budget and Appropriation Ordinance | No Update

→Ordinance No. 24-12-10B | 2024 Tax Levy for Fiscal Year 2025 | No Update

→Ordinance No. 24-12-10C | Abatement Ordinance | No Update

New Business |

→Aberdeen Playground – Spring 2025 | Cudzewicz

Nord made a motion seconded by Marquardt to approve the Aberdeen Playground Project for the fiscal year 2025 for \$153,000. This includes ordering the equipment in 2024 to receive the GameTime grant and donating the original playground equipment to Kids Around the World. A roll call vote was taken with all voting yes. Motion carried.

Discussion | Community outreach participation in planning; Grant allocation

→FY 2025 Salary Structure | Jacky

Nord made a motion seconded by Marquardt to approve the proposed 2025 salary structure. A roll call vote was taken with all voting yes. Motion carried.

Discussion | Minimum wage, Cost of Living and Merit Increase included in proposed salary structure.

→Reallocation of FY 24 Unspent Capital Improvement Funds | Jacky

Nord made a motion which was rescinded.

Nord made a motion seconded by Thacker to approve to reallocate the FY 2024 unspent capital improvement funds with District suggestions on the updated capital list.

A roll call vote was taken with all voting yes. Motion carried.

Discussion | None

→Additional End of Year Computers & Equipment | Merkel

Twyning made a motion seconded by Nord to approve Excaltech computer quote # 0019797 in the amount of \$6,279.55 for fiscal year 2024.

A roll call vote was taken with all voting yes. Motion carried.

Discussion | None

→Purchase of Par-Kan Easy Dump Garbage Collector | Cudzewicz

Twyning made a motion seconded by Nord to approve the purchase of a Par-Kan Easy Dump for the amount of \$33,590.48.

A roll call vote was taken with (1) voting no (Marquardt) and (4) voting yes. Motion carried.

Discussion | Trial use was completed with district employees; Injury prevention; more efficient than current garbage collection process; no additional truck required.

→District Holiday Schedule | Jacky

Discussion | None

→2025 Board Schedule | Jacky

Discussion | None

Meeting adjournment | There being nothing further to come before the board the meeting was adjourned at 5:36 p.m.

Respectfully submitted
Teri Becker