

**Belvidere Township Park District
Board Meeting
July 14, 2020**

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:11 p.m. at the Rivers Edge Recreation Center. Roll call was taken. Those present were Jean Twyning, Mary Marquardt, Sam An, Paul McCaffrey and Mark Muccianti. Also present were Mark Pentecost, Todd Bex, Rick Wulbecker and Melissa Merkel.

Meeting Agenda

Jean Twyning made a motion to approve the July 14, 2020 meeting agenda, seconded by Paul McCaffrey. A roll call vote was taken with all voting yes. Motion carried.

Meeting Minutes

The board made a correction to the June 23, 2020 meeting minutes on Page 1 under meeting minutes. The paragraph should read: Jean Twyning made a motion to adopt the Executive Director's contract as amended in Executive Session, striking the signature of the Vice President, and adding the signature of the Secretary, seconded by Paul McCaffrey. A roll call vote was taken with all voting yes. Motion carried.

The board made a correction to the June 23, 2020 meeting minutes, under the Director's Report, page 3 paragraph 5. The paragraph should read Jean Twyning made a motion that Mark Pentecost continue and conclude discussions with Belvidere Cemetery Association for the \$10,000 recapture fee per Ordinance #955G and the easement request for sanitary sewer in Prairie Fields and in light of the other suggestions that the board gave him, seconded by Mary Marquardt. A roll call vote was taken with all voting yes. Motion carried.

Paul McCaffrey made a motion to approve the June 23, 2020 meeting minutes, as corrected, seconded by Jean Twyning. A roll call vote was taken with all voting yes. Motion carried.

Financial Report

A financial report was given out showing Park District cash balances as of June 30, 2020.

Bills for Payment

Jean Twyning made a motion to approve the bills for the last billing period, seconded by Mary Marquardt. A voice vote was taken with all voting yes. Motion carried.

Board Correspondence

None at this time

Public Input

None at this time

Director's Report

Mark Pentecost stated that he has been trying to schedule the board retreat but there has been scheduling conflicts. He stated that the retreat is now scheduled for September 29, 2020 at 3 pm.

Mark also stated the Baltic Mill meeting has been rescheduled due to scheduling conflicts.

Mark said he has attached the meeting minutes from the Aquatic Center Committee from the second meeting in June. Mark mentioned that his goal is to receive 1,000 surveys so he is working on ways to get the citizens to fill those out. Some suggestions the board gave on getting completed surveys was asking the chamber and other businesses.

Mark Pentecost said Sundstrand was officially donated to the Boone County Parks and Conservation Foundation as of Tuesday June 30, 2020. Mark was not able to attend the event, but he thanked President Muccianti and Commissioner Mary Marquardt and Rick Wulbecker for being able to attend. Mark stated that him and Todd Bex are still working on getting the electrical all up and running so the park could be open to the public.

Mark touched briefly on the financial standpoint of the district. He explained to the board that the district subsidizes a lot of programs so in reality not operating for the summer created somewhat of a positive gain. There was a conversation on the projection totals for the district.

Superintendent of Parks

Todd Bex stated that the construction at Doty Park is complete except for the area listed in the change order. He also said the light fixtures would be going in August 18, 2020 and the seeding will be complete after the change order.

Todd said the Bloom Playground project bid was conducted on July 7, 2020. There were four bidders out of the seven that asked for plans. Todd mentioned that the lowest bidder came in at \$63,000. Todd also mentioned that he is in the process of seeing how the district could still complete the project in house and save money.

Todd attached a draft of the Centennial Plaza for the board to review. There was a brief discussion on the pavilion that will be at Centennial Plaza.

Todd mentioned that Rivers Edge will be getting a new air conditioner next week.

Superintendent of Recreation

Rick Wulbecker said the district just had their UNPLUGGED event on July 11, 2020. He said the big event for that day was Chalk the Walk. The district handed out about 40 chalk packs. The event had food trucks and was a success for the first time we offered anything like this.

Rick said the Drive in Movie is scheduled for Saturday July 18th for the Disney movie The Secret Life of Pets. There are lawn seats available and parking lot seats. The next movie is scheduled for Saturday July 25,2020.

Rick stated that the Rivers Edge will open soon for rentals. The district has been hard at work reaching out to organizations and past rentals to see if they would be interested in booking for the future. The room rentals will be a little different since social distancing must be maintained now.

Rick said the Belvidere Community School District has said we will be let in the schools to operate the 3rd base program for the 2020-2021 school year. Rick is trying to confirm with the schools how much space the 3rd base program will have so we can determine the registration maximums.

The outside programs are operating and going well. Examples are Soccer and T ball.

Rick also mentioned we have two weddings scheduled at the Baltic Mill for August 2020 and 4 already scheduled for 2021.

Unfinished Business

None at this time

New Business

- a. Change Order #2 for Doty Park Redevelopment Project

Todd Bex mentioned that the contractor had extra topsoil, so he mixed it the areas along the new parking and along the new path giving the district a \$4,225.00 reduction in cost.

Todd Bex's Recommendation is: I would like the Belvidere Township Park District Board of Commissioners to approve the revised change order PCO No.20041b presented to the Belvidere Park District in the amount of \$4225.00 for the importing, placing and grading of 169 Cubic Yards of topsoil to the North side of Leonard Court.

Jean Twyning made a motion to approve the Change Order #2 for Doty Park Redevelopment Project, seconded by Mary Marquardt. A roll call vote was taken with all voting yes. Motion carried.

b. Service Recognition Discussion

Paul McCaffrey suggested the Mary Marquardt and Jean Twyning receive a tree planted anywhere in the park they choose due to their dedication from serving on the board for such a long period of time. Todd Bex mentioned that the Centennial Plaza will be for Commissioners. Depending on the length of the term that the Commissioners served they will receive different recognition items. Some examples discussed were wind sculptures, benches, and trees.

Next meeting agenda items

The board did not request any specific meeting agenda items, but Jean Twyning did mention that she enjoys hearing the Park updates at every meeting.

Executive Session

At 6:30 p.m. Jean Twyning made a motion to go into Executive Session- 2(C)(1) discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity, seconded by Mary Marquardt. A roll call vote was taken with all voting yes. Motion carried.

At 7:04 p.m. regular session reconvened. Roll call was taken. Those present were Mark Muccianti, Sam An, Jean Twyning, Paul McCaffrey and Mary Marquardt. Also present were Mark Pentecost, Todd Bex, Rick Wulbecker and Melissa Merkel.

Action taken as a result of Executive Session

No action was taken as a result of Executive Session

Board Retreat

It was the consensus of the board to cancel the board retreat scheduled for September 29, 2020.

There being no further business the meeting adjourned at 7:06 p.m.

Submitted by
Melissa Merkel

