

PEKIN PARK DISTRICT
MINUTES OF THE BOARD MEETING OF PARK COMMISSIONERS
6:00 p.m. Thursday, February 11, 2021
At the Mineral Springs Park Robert N. Blackwell Building
1701 Court Street, Pekin, IL 61554

1. Call to Order:

President Helm called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was recited.

2. Roll Call:

The following Commissioners were present: Marv Brown (attended by phone), Kyle Cain, Gary Gillis, Paula Helm, Greg Maloney, Greg Ranney, and Kristen Walraven. Also in attendance were; Cameron Bettin, Executive Director; Dori Smith, Board Secretary/Asst. to the Executive Director; Cory Proehl, Director of Golf; Scott Clausen, Superintendent of Parks (attended by phone); Alisha Dault, Miller Center Administrator; Shawn Powers, Superintendent of Recreation; Keith Knox, Parkside Fitness Manager; Luke VonDerHeide, Chief of Park Police; and Chip Hill; Business Manager. Press was not in attendance.

3. Additions to and/or Deletions from the Agenda, if any:

Commissioner Gillis asked that discussion regarding the election be added to the Agenda. He indicated that he thought discussion relating to the election that took place at the previous meeting would be recorded in the Minutes. The Board Secretary responded she was asked how many had filed and she replied, then more discussion ensued. She indicated that since it wasn't an agenda item, she didn't include the comments. Cameron Bettin, Executive Director indicated that he planned to share information during his Executive Director's Update. The Executive Director also noted that New Business item #1 was the Special Populations budget, not Special Purpose.

4. Comments from the public: None

5. Consent Agenda and Approval of the same:

- A. Approval of January 28, 2021 meeting Minutes.
- B. Approval of the bills and payroll for 1/26/21 thru 2/8/21 in the amount of \$121,105.50
- C. Approval of bills to paid 2/12/21 in the amount of \$22,875.06

Move to accept the Consent Agenda as presented.

Motion: Gary Gillis 2nd: Kyle Cain

All ayes by a voice call vote – motion carried

Move to pass all items of business listed in the Consent Agenda by omnibus vote.

Motion: Gary Gillis 2nd: Greg Maloney

All ayes by a roll call vote – motion carried

6. Budget Performance Summary Report: December 2020

The Executive Director noted that the report was in front of commissioner's and apologized for them receiving it late. He indicated that there had been many previous discussions regarding software program mapping and salaries, and noted that there is still a problem. He asked that they focus on the last page of the report that displays fund summaries. He then reviewed the fund summary balances.

7. Executive Director's (ED) Report:

In addition to the written report submitted in the meeting packet:

The Executive Director reported that Commissioner Paula Helm filed as a write-in candidate for the open two-year unexpired term. He also indicated that election discussion that took place at the last meeting was posted on the park district's website. The conflict relates to information that was in election packets prepared by Richard Wherry, Park District Attorney. Information in the packet did not indicate there were three (4) years terms and one unexpired term to fill in the April election. Awareness of this issue came forward after candidates filed with the Board Secretary. Commissioner Gillis noted he felt badly and didn't want anyone to feel we hadn't acted in good faith. Commissioner Maloney indicated he felt that it was hidden. Dori Smith stated she felt saying something had been hidden or was deliberate were strong words. She stated she did accept responsibility for not reading information sent out with her name on it, but had not hidden or done anything deliberately. Commissioner Helm offered to withdraw if the Board felt they would want to appoint someone. Cameron Bettin commented that anyone was welcome to come to meetings and ask questions. It was again noted that the correct information had been posted on the park district's website.

8. Staff Reports:

Alisha Dault reported that she forgot to add to her written report that AARP is doing taxes for seniors for a \$20 charge.

9. Commissioner Comments:

Commissioner Helm thanked Luke VonDerHeide for bringing up her garbage tote when he delivered her packet.

Commissioner Cain asked when MSP playground demolition would begin. The ED answered that it has been pushed back to February 22nd, weather permitting.

Commissioner Maloney asked what happened to the rock wall. The ED indicated that someone is picking it up and making a \$800 to \$900 donation to the Foundation. He also asked what was being done with the dragon from the playground and suggested it could be set up at miniature golf, as part of park history.

10. Unfinished Business: None.

11. New Business:

1. Presentation of the 2021 Special Populations Fund Budget (Miller Center and Illinois River Valley Special Recreation Association) – Casey Smith, IRVSRA Manager presented the Illinois River Valley Special Recreation Association portion of the 2021 Special Populations Fund Budget. He noted that issues related to Covid made the biggest changes. Another observation made was that residents of group homes were still not allowed out and to participate in programs and activities. He made the following highlights:

- Brochure expense was cut 20% by not delivering to schools
- Interpretive Services down due to participation being down
- Sunshine Camp revenue down – don't know what to expect
- Sports program revenues down – don't know what to expect
- 32 % drop in SOIL salaries – participation
- SRA rentals a new revenue source
- He noted total revenues down 14% and expenses down 21%

The ED congratulated Casey for passing CPRP certification. He noted that it was a very intensive training for recreation professionals through NRPA. Shawn Powers, Superintendent of Recreation mentioned that Nick Obren, Program Manager in the Recreation Dept. has been in the program also. Conversation relating to employee's years of service to park district came up and

Commissioner Gillis noted it may be time to acknowledge years of service on the Agenda.

Alisha Dault, Miller Center Administrator presented the Miller Center portion of the 2021 Special Populations Fund Budget. She made the following highlights:

- Cakora Family Trust gave a donation of \$3,000 (normally receive \$1,000)
- Front desk receptionist expense down \$3,700. Requested less hours
- Assistant – make full-time position
- Contractual Services – 12-year fire system cylinder test & refill will be completed this year - \$910
- Building & Equipment Repair – looks less but separated out janitorial supplies
- Transfer to Maintenance - \$20,500 in expense removed from budget
- Health Insurance – increased due to full time Assistant position
- Riders donation – down due to Covid (less riders)
- Most program revenue and expense is down due to Covid
- Special Events – Drive-In Movies will run May to September and hope to add some paint night or game night if Covid restrictions lessen
- Trips – Golden Tours is offering exclusive day trips for seniors on a motor coach. Miller Center will receive 10% of bookings.
- Rentals and Rental Attendant Salaries are down due to Covid

She noted she is planning a Farmers Market as a new event this year.

2. Presentation of the 2021 Recreation Fund Budget –

Shawn Powers, Superintendent of Recreation presented the 2021 Recreation Fund Budget. He noted that Covid is making an impact on his budget. He made the following highlights:

- Recreation Dept. salaries are down. A Program Manager retired June of 2020 and he is taking the savings for now and not hiring a new Program Manager
- Contractual Services – rolled over some expense for McDaniel's Marketing

- Holiday Day Camp and School Day Camp have been offered. School Day Camp ends in two weeks – District 108 students back to school first week of March
- Lacrosse is a new program being offered in the spring & is working with surrounding communities to form a league
- The ice rink is experiencing a pretty normal year with thanks to PAHA for its support
- DragonLand – Not sure due to Covid. Revenue is based off of a 5-year average. Will have a \$13,000 repair on main valve in the pit and the Ellis contract was reduced by \$2,600
- Miniature golf – budgeted \$6,000 to finish carpet replacement
- Boats – down \$2,900 – not purchasing a boat this year
- Popcorn Stand – closed
- Soldwedel Program Center – Pulling out all programs. Buildings are in need of extensive repair. Board will tour in the spring

Shawn Powers made a point to publicly thank PAHA (Pekin Amateur Hockey Association) for their great support and help in making the rink work during Covid restrictions. Commissioner Gillis noted that every year IAPD acknowledge special partnerships and felt that the park district relationship with PAHA might be something to think about in the future.

12. Executive Session:

1. Move to convene into Executive Session for the appointment, employment, compensation, discipline, performance, litigation or personal status of employees, officers and legal counsel for the park district.
Motion: Gary Gillis 2nd: Greg Ranney
All ayes by a voice call vote – motion carried (Time: 7:15 p.m.)
2. Move to reconvene in Open Session.
Motion: Kyle Cain 2nd: Kristen Walraven
All ayes by a voice call vote – motion carried (Time: 7:32 p.m.)
3. Action on Executive Session, if any.

Move to approve the Executive Director's recommendation to approve 3% salary increase for employees, make the Miller Center's Assistant position a full-time position with benefits and create a new starting salary for police officers of \$15.50 per hour and make adjustments to our current officers not making \$15.50 per hour.

Motion: Gary Gillis 2nd: Greg Maloney
All ayes by a voice call vote – motion carried

13. Adjourn:

Move to adjourn this meeting.

Motion: Gary Gillis 2nd: Kyle Cain

All ayes by a voice call vote – motion carried

Time: 7:34 p.m.

Respectfully Submitted,

Dori Smith, Secretary
Board of Commissioners
Pekin Park District