

PEKIN PARK DISTRICT  
MINUTES OF  
THE REGULAR BOARD MEETING OF PARK COMMISSIONERS  
6:00 p.m. Thursday, April 22, 2021  
Robert N. Blackwell Administration Building in  
Mineral Springs Park.

1. Call to Order:

President Helm called the meeting to order at 6:02 p.m.

2. Roll Call:

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

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

None.

4. Comments from the public:

None.

5. Consent Agenda and Approval of the same:

- A. Approval of Regular Meeting Minutes of April 8, 2021.
- B. Approval of the March Treasurer's Report.
- C. Approval of the bills and payroll for 4/6/21 thru 4/19/21 in the amount of \$114,129.75.
- D. Approval of bills to paid 4/23/21 in the amount of \$48,020.60

Motion to accept the Consent Agenda as presented or to accept all items in the Consent Agenda except the item withdrawn.

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

Move to accept the Consent Agenda as presented.

Motion: Gary Gillis 2<sup>nd</sup>: Kyle Cain

All ayes by a voice call vote – motion carried

6. Motion to pass the items of business listed in the Consent Agenda:

Move to pass the business items in the Consent Agenda by omnibus vote as stated in the meeting agenda.

Motion: Greg Ranney 2<sup>nd</sup>: Marv Brown

All ayes by a roll call vote – motion carried.

7. Budget Performance Summary Report: No Report

8. IRVSRA Representative Report:

Commissioner Ranney reported he attended for Gary Gillis. He reported the following:

- Program participation is still down due to Covid.
- Three participants qualified for Special Olympics USA Games in Florida
- The spring/summer brochure has been distributed.
- They discussed implementation of new policies & procedures for participants that may be charged with a misdemeanor or felony.
- Two new programs (Golf and Tennis lessons) are going well.
- Ducks are on sale for \$20 for their Duck Race.
- Currently 12 campers are registered for camp and the limit is 30.
- Room rentals are going well.
- Group home residents are getting vaccinated and finally out & about.

9. Fair Board Representative Report:

Commissioner Maloney stated no meeting – no report.

10. Pekin Park Foundation Report:

Commissioner Gillis thanked Commissioner Maloney for his years of service as a Park Commissioner. Commissioner Gillis reported the following:

- Continued discussion with Beth Geier of McDaniel's Marketing regarding a marketing plan. She gave a conceptual layout of the services they could offer.

- Continued discussion regarding a spending plan. After discussion, it was determined that they would likely look at what the funding needs would be for the park in the year ahead, as well as, keeping a reserve for projects that may need to be funded immediately.
- Continued discussion regarding on the Treasurers role and the possible need of having an outside resource to handle the investment side of Foundation activity. CIBC, which manages funds for IPARKS was discussed as well as utilizing the community foundation of Central Illinois. They will gather more information.
- There was an update on a number of the individual funds.
- A letter from Shawn Powers was shared with the Foundation about acquiring new boards for the ice rink. The letter should be included in meeting packets. It was agreed to pursue the acquisition of the boards immediately because of the urgent time sensitivity regarding the boards.
- It was mentioned that Arbor Day is getting close and they discussed taking a lead role in recognizing Arbor Day annually. It would help promote the Foundation tree planting program through the gift catalog.

11. Executive Director's Report: (ED)

The ED reported the old boards at the ice rink have been removed by PAHA and others with hockey interest. He noted that fundraising is going well and he was confident fundraising efforts by others will come close to paying for the whole project.

The ED reported that he and Keith Knox met with Bradley University representatives regarding Parkside Fitness becoming their home tennis courts. He indicated they used the template for the PCSA Agreement and that they were hoping for a five-year commitment.

The ED reported the boat dock will be removed and the new boat dock installed next week and bids will be accepted for the viewing deck and fishing piers in May.

The ED made Commissioners aware of an email received from IAPD regarding Virtual Boot Camp for Commissioners. He told Commissioners to contact Dori if they were interested and she would get them registered.

The ED reported he recently received a text from Commissioner Cain regarding an Insane Ink posting on Facebook regarding a rock hunt for prizes between \$1,500 to \$3,000. He reported that Dori Smith, Luke VonDerHeide and himself met with Michael Seghetti regarding a plan to address the situation. Luke delivered a letter to Insane Ink that was prepared by Michael Seghetti explaining the park's position and

requirements for a Special Use Permit. He noted that we are willing to work with him, he just needs to follow the park district's process.

Commissioner Maloney asked what piers are being replaced? The ED indicated all of them large and small around the lagoon, but they are being repaired/cleaned up, no replaced.

12. Attorney's Report: No Report

13. Staff Reports: No Reports

14. Commissioner Comments:

Commissioner Gillis complimented Commissioner Maloney on his service to the park district. He indicated he had a voice of reason, spirit and a unique perspective. Board President Helm presented Commissioner Maloney with a plaque. Commissioner Maloney was thankful and said he had served a good sixteen years. He thanked Mr. Wherry for his 41 years as Park District Attorney. He also thanked the ED, Dori Smith and staff.

15. Unfinished Business:

1. Smart Approach Update -

Cameron Bettin noted that a few meetings ago Commissioner Maloney had asked for an update and he gave an update regarding the following:

- Pgs. 1 – 6 Speak to the Cost Recovery Policy approved last year.
- Pgs. 7 – 8 Are Service Categories developed between staff and board.
- Pg. 9 Explains cost recovery philosophy of the services categories.
- Pgs. 10 – 14 Is the Cost of Service Analysis and data needed. Staff did a zoom meeting with Amilia to go through the software and set-up last May. We need to do it again this year to get a refresher and determine best approach for future data entry. What was entered to set up the system was the 17/18 fiscal year, year-end, 18/19 should be entered. 2019 - 20 due to losing 3 ½ - 4 months of revenue, etc. in the spring/early summer of 2020, and then doing the 6-month budget.
- Pgs. 15- 24 Show the information/data/numbers that need to be inputted in order for the data to be extrapolated for the cost of service analysis. Data to

enter includes; facility costs, indirect costs, direct costs, programs memberships, and activities.

- Pgs. 25 – 31 These pages give an example of the information/data/costs downloaded from the excel input into the cost recovery software. From here the information can be changed if needed. For example, if a direct cost is missing, it can be added or if it should not be there it can be removed. The same can be done with other categories.
- Pgs. 32 – 34 This shows the dashboard of the 15 services requiring attention. Note though, all services can be looked at as to how they are performing. The dashboard also shows the services categories and how they are performing to the targeted cost recovery.

He indicated this is where we need to meet with Amilia and 110% again to re-review the data, how it is set-up and learn more about interpreting the data/information and the best approach to modify it so it makes sense with how we approach cost recovery.

16. New Business: None

17. Adjourn Sine Die:

Move to adjourn this meeting Sine Die.

Motion: Greg Maloney 2nd: Gary Gillis

All ayes by a voice call vote – motion carried

Time: 6:40 p.m.

Respectfully Submitted,

Dori K. Smith, Secretary  
Board of Commissioners  
Pekin Park District